



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, February 5, 2018
4:00 p.m.

Pg. # ITEM

MINUTES

GP-5 *Motion to adopt the **minutes** of the meetings of the General Purposes Committee held on January 8, 2018 and January 15, 2018.*



COMMUNITY SERVICES DIVISION

1. **2018 CHILD CARE GRANTS**
(File Ref. No. 07-3070-01) (REDMS No. 5689642 v. 5)

GP-13 **See Page GP-13 for full report**

Designated Speaker: Coralys Cuthbert

STAFF RECOMMENDATION

- (1) *That, as outlined in the report titled “2018 Child Care Grants,” dated January 18, 2018, from the Manager of Community Social Development, the Child Care Capital Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$31,093; and*
- (2) *That, as outlined in the report, the Professional and Program Development Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$9,000.*



2. **2018 HEALTH, SOCIAL AND SAFETY GRANTS**

(File Ref. No. 07-3040-01) (REDMS No. 5691462 v. 2)

GP-42

See Page GP-42 for full report

Designated Speaker: Lesley Sherlock

STAFF RECOMMENDATION

That, as per the report titled “2018 Health, Social and Safety Grants,” dated January 17, 2018, from the Manager of Community Social Development:

- (1) Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$598,464;*
- (2) The following applicants be approved for the first year of a three-year funding cycle:*
 - (a) Chimo Community Services;*
 - (b) Family Services of Greater Vancouver;*
 - (c) Pathways Clubhouse;*
 - (d) Richmond Addiction Services;*
 - (e) Richmond Family Place Society;*
 - (f) Richmond Mental Health Consumer and Friends Society;*
 - (g) Richmond Multicultural Services Society;*
 - (h) Richmond Youth Service Agency;*
 - (i) Volunteer Richmond Information Services Society;*
- (3) The following applicants be approved for the second year of a three-year funding cycle:*
 - (a) Big Brothers of Greater Vancouver; and*
- (4) The following applicants be approved for the third year of a three-year funding cycle:*
 - (a) Community Mental Wellness Association of Canada;*
 - (b) Heart of Richmond AIDS Society;*
 - (c) Richmond Society for Community Living; and*
 - (d) Richmond Women’s Resource Centre.*



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ITEM

3. **2018 ARTS AND CULTURE GRANTS PROGRAM**

(File Ref. No. 11-7000-01) (REDMS No. 5698072)

GP-156

See Page GP-156 for full report

Designated Speaker: Katie Varney

STAFF RECOMMENDATION

That the 2018 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$112,059, as outlined in the report dated January 3, 2018 from the Director, Arts, Culture and Heritage Services.



4. **2018 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**

(File Ref. No. 11-7000-01) (REDMS No. 5719655 v. 5)

GP-217

See Page GP-217 for full report

Designated Speakers: Elizabeth Ayers and Suzanna Kaptur

STAFF RECOMMENDATION

- (1) *That the 2018 Parks, Recreation and Community Events Grants be allocated, and cheques disbursed for a total of \$106,600, as identified in Attachment 1 of the staff report titled “2018 Parks, Recreation and Community Events Grants,” dated January 16, 2018, from the Interim Director, Parks and Recreation;*
- (2) *That the Sharing Farm be approved for the first year of a three-year funding cycle; and*
- (3) *That Steveston Community Society – Richmond Summer Project be approved for the first year of a three-year funding cycle.*



FINANCE AND CORPORATE SERVICES DIVISION

5. **2018 PARCEL TAX ROLL REVIEW PANEL FOR LOCAL AREA SERVICES**

(File Ref. No. 03-1240-01) (REDMS No. 5693638)

GP-284

See Page GP-284 for full report

Designated Speaker: Claudia Jesson

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ITEM

STAFF RECOMMENDATION

That the meeting of the 2018 Parcel Tax Roll Review Panel be scheduled for Wednesday, March 21, 2018 at 4:00 p.m. in the Anderson Room (M 2.001) at Richmond City Hall.

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, January 8, 2018

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty

Absent: Councillor Derek Dang
Councillor Linda McPhail
Councillor Harold Steves

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on December 18, 2017, be adopted as circulated.

CARRIED

DELEGATION

1. Tourism Richmond to present on Tourism Richmond's strategy and destination branding.

Allen Chen, Chief Marketing Officer, joined by Ceri Chong, Manager, Industry Development, and Eda Koot, Chair, Tourism Richmond, with the aid of PowerPoint presentation highlighted Tourism Richmond's 2018-2020 Strategy Plan and new destination branding. A video of Tourism Richmond's new Brand Anthem was played for Committee.

General Purposes Committee

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In response to questions from Committee, Mr. Chen noted that Tourism Richmond is looking to develop further content in 2018 to go with the new destination branding.

COMMUNITY SERVICES DIVISION

2. PROPOSED PLAN FOR MAJOR EVENTS IN 2018

(File Ref. No. 11-7400-01) (REDMS No. 5689731 v. 5)

It was suggested that the item be deferred to a special General Purposes Committee meeting to be held next Monday to allow staff to provide further information regarding the 2018 events and all Committee members to be in attendance.

Discussion then took place in regards to identifying additional information required for each event prior to the next meeting and Committee requested that further details regarding attendance and attendees, scope, and goals of the major events for 2018 be provided.

In response to questions concerning the proposed major events in 2018, Bryan Tasaka, Manager, Major Events and Film and Jane Fernyhough, Director, Arts, Culture and Heritage Services commented that:

- the Canada Day event is proposed to be a one day event to focus on the July 1st celebration with more street-based activities and vendors;
- the security and transportation management of the Canada Day event are fixed costs and the budget impact for reduced funding would be on programming and activities;
- the Salmon Festival organized by the Richmond Agricultural and Industrial Society will be a one day event again in 2018;
- there can be attendance issues for Canada Day events that span multiple days, if Canada day falls in the middle of the week;
- under the Steering Committees' proposed budget reduction, the Richmond Maritime & Wooden Boat Festival in 2018 would focus on wooden boat activities at a reduced scope from 2017;
- the Sunset Series at the Oval has developed momentum over the years with a few hundred people in attendance and residents in the area anticipate the continuation of the event;
- the Harvest Festival event held in 2017 was the first year for the event and there has been expressed interest in its continuation; and
- staff will work with the organizer for the Cherry Blossom Festival in 2018 to provide necessary support and the event will most likely be held on April 8th.

General Purposes Committee

Monday, January 8, 2018

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

It was moved and seconded

That Item 2, "Proposed Plan For Major Events In 2018", be deferred to a Special General Purposes Committee meeting to be held on Monday, January 15, 2018.

CARRIED

3. MAJOR EVENTS ADVISORY GROUP TERMS OF REFERENCE

(File Ref. No. 11-7000-01) (REDMS No. 5680873)

It was suggested that recommendations to come forward to the General Purposes Committee from the Major Events Advisory Group should include a clear indication of what staff have recommended and what the advisory group has recommended if there is a variance.

It was moved and seconded

(1) That a Major Events Advisory Group, comprised of up to four members of Council, be established to help guide Richmond's Major Events as outlined in the report titled "Major Events Advisory Group Terms of Reference", dated December 14, 2017 from the Director, Arts, Culture and Heritage Services; and

(2) That the Terms of Reference for the Major Events Advisory Group, as outlined in Attachment 1 of this report, be endorsed.

CARRIED

COMMUNITY SAFETY DIVISION

4. UPDATE ON CANNABIS REGULATION WITHIN THE CITY OF RICHMOND AND HEALTH CANADA PROPOSED APPROACH TO REGULATION OF NON-MEDICAL CANNABIS

(File Ref. No. 12-8000-01) (REDMS No. 5658471 v. 5)

Discussion took place regarding a staff referral for potential bylaw amendments and required infrastructure for the regulation of production, processing, and sale of marihuana and concern over the impact to agricultural land and food production.

In response to queries from Committee, Barry Konkin, Program Coordinator, Development and Cecilia Achiam, General Manager, Community Safety noted that (i) local governments maintain regulatory control over land use, zoning, and business licence requirements, (ii) marihuana production requires larger land and building provisions for processing and security than other greenhouse applications, and (iii) the Agricultural Land Reserve (ALR) Use Regulation already allows for the production of marihuana for medicinal purposes on the ALR.

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

3.

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It was moved and seconded

- (1) *That the status update and process details for site-specific rezoning applications for medical marihuana production facilities be received for information;*
- (2) *That the responses summarized in the staff report titled "Health Canada Proposed Approach to Regulation of Cannabis", dated December 19, 2017, from the General Manager, Community Safety be approved for submission to Health Canada and that a copy of the staff report be provided to the Council/School Board Liaison Committee;*
- (3) *That a letter be sent to the Premier (with copies to the Minister of Public Safety and Solicitor General, BC Leader of the Official Opposition, Leader of the BC Green Party, local MLAs, and local Members of Parliament) reiterating that the cultivation and processing of marihuana be considered an Industrial use to take place on Industrially-zoned land and not be considered a Farm Use;*
- (4) *That a letter be sent to the federal government reiterating Council's previous position that the municipal share of revenue be at least 50 cents per gram; and*
- (5) *That staff report back to Council with bylaw amendments and information on required infrastructure and programs for the regulation of production, processing, and sale of cannabis (medical and recreational) in the City.*

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:22 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 8, 2018.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator



Special General Purposes Committee

Date: Monday, January 15, 2018

Place: Anderson Room
Richmond City Hall

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

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

AGENDA ADDITION

It was moved and seconded

That Consultation on Lane Standards be added to the agenda as Item No. 2.

CARRIED

COMMUNITY SERVICES DIVISION

1. **PROPOSED PLAN FOR MAJOR EVENTS IN 2018**

(File Ref. No. 11-7400-01) (REDMS No. 5689731 v. 7)

The Chair noted that this item had been deferred from the previous meeting and that an additional staff report has been provided for further background information.

In response to questions from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services and Bryan Tasaka, Manager, Major Events and Film noted the following:

Special General Purposes Committee

Monday, January 15, 2018

- the \$75,000 budget for the 2018 Children's Arts Festival includes expanded programming, similar to last year's event, to celebrate the 10th anniversary of the Festival;
- if the Children's Arts Festival's budget is reduced by \$5000 as recommended by the Canada 150 Steering Committee (Steering Committee), staff would need to find alternative resources to make up for the reduction;
- staff estimate that approximately 100,000 people attended the Canada Day festivities in 2017 over all sites over the three days of the event;
- the 2016 budget for the Canada Day event was \$180,000 plus sponsorship of approximately \$20-30,000 and the scope of the event in 2017 shifted to become more of a street festival with more focus on landside activities;
- the proposed 2018 street festival portion of the Canada Day event would require a high level of security and traffic management, which would require a base level of funding, and therefore any budget reduction would have to come from programming and activities;
- production costs for the proposed events listed in the staff report would include production requirements such as power, toilet facilities, fencing, waste management, audio and staging requirements, and required festival crew; and
- the Steering Committee's recommended reduction in budget to \$200,000 would revert the scale of the Maritime Festival to the same level as 2016 and the staff proposed budget of \$400,000 would allow for an expansion in venue to Imperial Landing and make the event more significant.

Discussion took place on the Harvest Festival event including (i) the possibility of reducing the budget and scale of the event, (ii) not running the event in 2018 and the possibility of holding it in 2019 for Richmond's 140th anniversary since incorporation, (iii) making the event a community organized initiative, and (iv) combining the event with the World Festival.

Discussion further ensued on the recommendation of the Steering Committee to fund the Cherry Blossom Festival in 2018 and Committee noted interest in exploring other events such as a Chinese New Year event and continuing the High School Concert Series.

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

It was moved and seconded

- (1) *That the 2018 Major Events Plan, including the Cherry Blossom Festival, as recommended by staff be approved; and*

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- (2) *That the Harvest Festival be referred back to staff to work with the Major Events Advisory Group on a plan and also to consider other events such as a Chinese New Year event and the High School Concert Series.*

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

It was moved and seconded

That Part (1) be amended to read as follows:

That the 2018 Major Events Plan, including the Cherry Blossom Festival, as recommended by the Canada 150 Steering Committee be approved.

The question on the amendment was not called as discussion took place on providing the additional funding for the Children's Arts Festival as originally recommended by staff.

The question on the amendment was then called and it was **CARRIED** with Mayor Brodie and Cllr. Loo opposed.

Following further discussion, the main motion, as amended, was **WITHDRAWN** and the following **motions** were introduced:

It was moved and seconded

That the 2018 Major Events Plan, including the Cherry Blossom Festival, be approved for a total of \$1,095,000, as recommended by the Canada 150 Steering Committee

CARRIED

It was moved and seconded

That the Harvest Festival be referred back to staff to work with the Major Events Advisory Group on a plan and for further discussion of the possibilities for a Chinese New Year event and a High School Concert Series.

CARRIED

It was moved and seconded

That an additional \$5000 be allotted to the 2018 Children's Arts Festival from the Rate Stabilization Account.

CARRIED

2. CONSULTATION ON LANE STANDARDS

(File Ref. No.) (REDMS No.)

Discussion ensued with regards to the current public consultation on lane standards and proposed greenway options for the lane dedication between Richmond Street and Broadway Street, from No. 1 Road to 2nd Avenue.

3.

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The Chair remarked that any further discussion should be discussed in a closed session. As a result, the meeting was recessed at 5:17 p.m. to reconvene the Regular (Closed) Council meeting to continue discussion on the matter.

The meeting reconvened at 5:34 p.m., following the Regular (Closed) Council meeting with all members of Committee present.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:35 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the General
Purposes Committee of the Council of the
City of Richmond held on Monday,
January 15, 2018.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator



City of Richmond

Report to Committee

To: General Purposes Committee
From: Kim Somerville
Manager, Community Social Development
Re: 2018 Child Care Grants

Date: January 18, 2018
File: 07-3070-01/2017-Vol
01

Staff Recommendation

1. That, as outlined in the report titled "2018 Child Care Grants," dated January 18, 2018, from the Manager of Community Social Development, the Child Care Capital Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$31,093; and
2. That, as outlined in the report, the Professional and Program Development Grants be awarded for the recommended amounts, and cheques be disbursed for a total of \$9,000.

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

Att. 4

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

Staff Report

Origin

In 2006, the City adopted the Child Care Development Policy 4017 (Attachment 3) which acknowledges that child care is an essential service in the community for residents, employers and employees. Policy 4017 directs staff to plan, partner and, as resources and budgets become available, support a range of quality, accessible and affordable child care including: facilities, spaces, programming, equipment, and support resources. The Child Care Development Statutory Reserve and the Child Care Operating Statutory Reserve were established to financially assist non-profit societies with providing child care grants for minor capital improvements and support resources for child care providers.

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

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

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

This report supports the City's Social Development Strategy Action #10- Support the establishment of high quality, safe child care services in Richmond through:

Administering the City's Child Care Grant Program to support the provision of quality, affordable, accessible child care in Richmond.

This report also supports the 2017-2022 Richmond Child Care Needs Assessment and Strategy:

Strategic Direction 2 – Creating and supporting child care spaces

Findings of Fact

2018 Child Care Grants Budget

The City has two Child Care Reserve Funds that are used as a source of funding for the two types of child care grants:

- Child Care Capital Grants are funded from the Child Care Development Reserve (Bylaw No. 6367), established in 1994, for capital expenses including grants to non-profit societies for capital purchases and improvements (e.g. equipment, furnishings, renovations and playground development); and

- The Professional and Program Development Grants are funded from the Child Care Operating Reserve Fund (Bylaw No. 8877), established in May 2012, to assist with non-capital expenses including grants to non-profit societies to support child care professional and program development within Richmond.

On December 11, 2017 as part of the 2018 Capital Budget, City Council approved an expenditure of \$50,000 from the Child Care Development Reserve to be used for the 2018 Child Care Capital Grants. On the same date, an expenditure of \$10,000 was also approved from the Child Care Operating Reserve to provide a budget for the 2018 Child Care Professional and Program Development Grants.

Notice Given and Applications Received

On October 10, 2017, a call for applications for the 2018 Child Care Grants was posted on the City's website. The availability of the grants was promoted through the City's social media channels and news releases. In addition, notices were forwarded to the Vancouver Coastal Health Community Care Facilities Licensing and to the Richmond Child Care Resource and Referral to share with their child care provider contacts. The deadline for submissions was November 20, 2017.. A total of five applications were received of which two were for Child Care Capital Grants and three were for Professional and Program Development Grants.

Analysis

Application Review Process

The Child Care Development Advisory Committee (CCDAC) convened a Child Care Grants Subcommittee to review the 2018 Child Care Grant applications and supporting materials. The subcommittee met on December 6, 2017 with the Child Care Coordinator (CCDAC staff liaison) and Child Care Planner to prepare recommendations for consideration by the CCDAC voting members. The subcommittee assessed each application for compliance with the Child Care Grant Guidelines (Attachment 3) and used a rating sheet (Attachment 4) to score the applications from the following organizations:

2018 Child Care Grant Applicants and Requests		Requested Amount	Recommended Amount
Capital Grant Applicants and Requests			
1.	Little Wings Day Care Society	\$5,297.30	\$5,297.00
2.	Society of Richmond Children's Centres	\$25,796.60	\$25,796.00
Total Amount Requested for Capital Grants		\$31,093.90	\$31,093.00

Professional and Program Development Grants			
3.	Atira Women's Resource Society	\$10,000.00	\$0.00
4.	Child Care Training and Professional Development Society of Richmond	\$6,000.00	\$6,000.00
5.	Volunteer Richmond Information Services Society	\$3,000.00	\$3,000.00
Total Amount Requested for Professional and Program		\$19,000.00	\$9,000.00
Total Amount of Requests for 2018 Child Care Grants		\$50,093.90	\$40,093.00

On December 6, 2017, the CCDAC received a report from its Child Care Grants Subcommittee about the 2018 Child Care Grant applications. The total requests for the 2018 Child Care Grants amounted to \$50,093.90 and the grant allocations recommended amounted to \$40,093.00.

The two Capital Grant requests amounted to \$31,093.90. Little Wings Daycare Society and the Society of Richmond Children's Centres were seeking funding for equipment and furnishings. Both applicants deliver licensed child care programs offering Group Care Under 36 Months. This type of licensed child care is identified in the Child Care Grant Guidelines and the 2017-2022 Child Care Needs Assessment and Strategy as a high priority. The Society of Richmond Children's Centres is Council's selected operator for the Gardens Children's Centre and is requesting funding to assist with outfitting the new facility.

The three Professional and Program Development Grant requests amounted to \$19,000. The three applicants are: Atira Women's Resource Society; Child Care Training and Professional Development Society of Richmond; and Volunteer Richmond Information Services Society. All three applicants are seeking funding to provide professional development opportunities for Richmond early childhood educators. The Child Care Training and Professional Development Society of Richmond is seeking funding for a Circles of Caring Conference 2018 and the Volunteer Richmond Information Services Society is requesting a grant to provide a series of workshops on tools and strategies to use to encourage the social and emotional well-being of children. Atira is seeking funding for an educational series on trauma-informed practice for ECEs working with children who have complex behaviours. Unfortunately, Atira's application is missing a current and proposed year operating budget. Therefore, their application is incomplete and ineligible for funding consideration.

The CCDAC is recommending that the two Child Care Capital Grants applicants, Little Wings Daycare Society and the Richmond Society of Children's Centres be funded as requested for a total amount rounded of \$31,093. The Child Care Professional and Program Development Grant requests exceed the available budget of \$10,000, but given that one organization is not eligible the remaining two applications are recommended for the requested amounts totalling \$9,000.

Staff support the CCDAC recommendations as proposed in the attached list of 2018 Child Care Grants (Attachment 1).

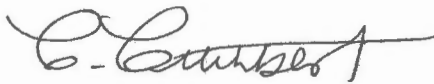
For reference, summaries of the 2018 Child Care Grant applications are included with this report (Attachment 2). As the content of the summary sheets are taken verbatim from the applicants submissions, they will replicate any errors or omissions made by the applicants.

Financial Impact

The 2018 Child Care Grants budget of \$60,000 approved by City Council on December 11, 2017 as part of the 2018 Capital Budget is sufficient to support the two grant streams: the Child Care Capital Grants and the Child Care Professional and Program Development Grants. A total of \$40,093 in allocations is being recommended for the 2018 Child Care Grants, subject to City Council's approval. Staff will carry forward the remaining unspent funds of \$19,907 to supplement the 2019 Child Care Grants budgets.

Conclusion

The Child Care Grants will assist with enhancing the provision of quality, affordable and accessible child care in Richmond. These grants support sustaining priority types of child care programs and enhancing the quality of child care in Richmond. This is consistent with the 2017-2022 Richmond Child Care Needs and Assessment Strategy. Staff recommend approval of the proposed CCDAC's recommendations for the 2018 Child Care Grants amounting to \$40,093 with \$31,093 allocated to the two Child Care Capital Grant requests and \$9,000 allocated to two of the Child Care Professional and Program Development Grant requests.



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

- Att. 1. 2018 Child Care Grants
2. 2018 Child Care Grants Summary Reports
3. Child Care Grants Program Guidelines & Child Care Development Policy 4017
4. Child Care Development Advisory Committee Grant Review Rating Form

2018 CHILD CARE GRANTS

Applicant	Program	Purpose	Request	Recommended Amount	Comments/ Conditions	Att. 2 Page
Child Care Capital Grants						
Little Wings Day Care Society	Child Care Capital Grants	To purchase furnishing and equipment for the Little Wings Day Care	\$5,297.30	\$5,297.00		1
Society of Richmond Children's Centres	Child Care Capital Grants	To purchase furnishing and equipment for the Gardens Children's Centre	\$25,796.60	\$25,796.00		3
Total Requested/ Recommended			\$31,093.90	\$31,093.00		
Total Available				\$50,000.00		
Total Remaining				\$18,907.00*	*The unspent funds will be carried forward to supplement the 2019 Child Care Capital Grants budget	
Child Care Professional and Program Development Grants						
Atira Women's Resource Society	Professional and Program Development Grant	The purpose of the grant is to fund a 4-part educational series for the Richmond ECE community in trauma-informed practice when working with children who have complex behaviours	\$10,000.00	\$0.00	Comments: The application is ineligible as it was not complete (e.g. missing the Current and Proposed Year Operating Budget). A future application would benefit from having a more detailed plan for the educational series (i.e. who are the key speakers, a plan for the workshops, a detailed project budget showing in-kind contributions and other sources of funding)	5
Child Care Training and Professional Development Society of	Professional and Program Development Grant	The purpose of the grant is to help with costs for the Circles of Caring Conference 2018	\$6,000.00	\$6,000.00		7

Applicant	Program	Purpose	Request	Recommended Amount	Comments/ Conditions	Att. 2 Page
Richmond		which provides professional development workshops for Richmond ECEs				
Volunteer Richmond Information Services Society	Professional and Program Development Grant	The purpose of the grant is to provide a workshop series for Richmond ECEs, Kindergarten teachers, parents and service providers on tools and strategies to support children's social and emotional well-being	\$3,000.00	\$3,000.00		9
Total Requested/ Recommended			\$19,000.00	\$9,000.00	Grants budget	
Total Available				\$10,000.00		
Total Remaining				\$1,000.00	**The unspent funds will be carried forward to supplement the 2019 Professional and Program Development	
2018 Child Care Grants – Summary of Both Grants						
Total Requested/ Recommended			\$50,093.00	\$40,093.00		
Total Available				\$60,000.00		
Total Remaining				\$19,907.00		

**Capital Assistance Application for 2018
Childcare Grants Program**

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

Society: Little Wings Day Care Centre Society

Title: Little Wings Furnishing Replacements

Amount: \$5,297.30

Purpose: Furnishings

The purpose of this grant is to replace aging furniture and equipment in our Infant program. The tables, chairs and cribs have been at Little Wings for over 20 years and are showing signs of deterioration and need to be replaced.

Service Delivery Benefits:

The Child Care Grant funds from the City of Richmond will enhance the delivery of our programs by providing new and safe equipment to be used by the children. Daily routine activities that include eating, playing, sleeping and outdoor time require equipment and furnishings that are safe and appealing to use. We want to provide comfortable cribs and chairs for the infants to use while they rest or eat throughout the day. We take the children on walks every day which means our strollers get heavy use and eventually show signs of wear and tear. We share our runabout stroller with our toddler program and need to purchase a second stroller to accommodate the daily use of these strollers by two programs.

Beneficiaries:

Funds received from this grant will directly benefit 29 infant and toddler aged children as well as 8 Infant Toddler teachers. Current parents and future Richmond families will be pleased with the new and safe furnishings their children will be able to use on a daily basis.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$5000.00	Child Care Capital
2016	\$5103.22	Child Care Capital
2017	\$4836.62	Child Care Capital

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$5,297.00

Recommendation:

A grant is recommended to assist Little Wings Day Care with the purchase furnishings and equipment.

Staff Comments/Conditions:

None



**Capital Assistance Application for 2018
Childcare Grants Program**

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

Society: Society of Richmond Children's Centres

Title: Gardens Furnishings

Amount: \$25,796.60

Purpose: Furnishings

To partly furnish Garden's Children's Centre with tables and benches and some program shelving from Naturalpod to match other SRCC centres and design aesthetic

Service Delivery Benefits:

These high quality, local, non-toxic and specifically designed pieces will create the conditions for the child care program to operate and will be in daily use for many years

Beneficiaries:

The children enrolled in Gardens Children's Centre and the staff and families.

Partners (if applicable):

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2013	\$5104.34	Child Care Capital
2014	\$9639.00	Child Care Capital
2015	\$4000.00	Child Care Capital
2015	\$3000.00	Child Care Capital
2015	\$1000.00	Child Care Capital
2016	\$3308.30	Child Care Capital
2016	\$2965.50	Child Care Capital
2017	\$2837.00	Child Care Capital

GRANT RECOMMENDATIONS

Recommended
Amount: \$25,796.00

Recommendation: A grant is recommended to assist the Society of Richmond Children's Centres with the purchase of furnishings and equipment for the Gardens Children's Centre.

Staff Comments/Conditions:

None

Society: Atira Women's Resource Society**Title: Atira Women's Resource Society and Vancouver Coastal Health 4-part educational series trauma-informed practice for ECE professionals****Amount: \$10,000.00****Purpose:**

Willow Early Care & Learning Centre is an integrated daycare located in Richmond City Centre. Willow provides support to families who live in the community as well as families who have been impacted by violence and are residing in Cadence Second Stage Housing. Since opening in September 2017 we have been working diligently to coordinate the support of the Public Health Unit, the PACE program and Supported Child Development. Repeatedly throughout this process we have been identified by local child care resources as Richmond's first highly vulnerable daycare.

Children who have been impacted by violence often display complex behaviors. These complex behaviors do not follow a predictable pattern. One day a skills, intervention, re-direction can work and the next it doesn't. Supporting children with complex behaviors takes a team approach, it takes education and training that is not offered in early childhood education necessarily. It takes a collaborative community response to support our most vulnerable children. This project will bring together local psychiatrists, educators, experts and consultants who will be able to provide best practices to ECE professionals who are going to be working front line with our most vulnerable children.

Service Delivery Benefits:

If we are successful with this application for funding it is our intention to provide a learning opportunity to the early childhood educators in Richmond. With the support of the local champions in Early Childhood Mental Health, the Blundell Alternate program and others, Atira Women's Resource Society in partnership with Vancouver Coastal Health, will develop a 4-part educational series on how to identify, support and adapt/enhance our local child care programs to view behaviors through a trauma-informed lens. We will provide education, take-away materials and an opportunity to network and relationship build within our ECE community.

Beneficiaries:

Program and Professional Development Assistance for 2018

Atira Women's Resource Society

Summary Page 2

The ECE Educators as a community of professionals who are supporting the most vulnerable children in our Richmond daycares.

Partners (if applicable):

Karen Barclay, Manager Addictions and Mental Health, Vancouver Coastal Health Authority.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$25000.00	Child Care Capital Grant

GRANT RECOMMENDATIONS

Recommended
Amount: \$0.00

Recommendation:

The purpose of this grant request is to fund a 4-part educational series on how to identify, support and adapt/enhance local child care programs to view behaviours through a trauma-informed lens. A grant is not recommended for the following reasons: the application is ineligible as the current and proposed year operating budget was not provided; the project can only proceed if the request is fully funded by the City as no other funding or in-kind contributions from other sources are shown; and a more fully developed project plan is required that demonstrates the project is ready to proceed. Staff will work with Atira to explore other funding options for this project that would allow it to advance this year or to be more fully developed for resubmission to the City in 2019.

Staff Comments/Conditions:

None



**Program and Professional Development
Child Care Grants Program 2018**

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

Society: Child Care Training and Professional Development Society of Richmond

Title: Circles of Caring Conference 2018

Amount: \$6,000.00

Purpose:

The grant will help subsidize the cost for the keynote, workshop presenters, catering, parking and venue.

Service Delivery Benefits:

The grant funds will be dedicated to identify, assess, deliver, and facilitate professional development to the childcare community. This also allows us to pay the professionals presenting for their time accurately.

Beneficiaries:

With the grant, we can maintain a very affordable cost for delegates to attend the conference.

Partners (if applicable):

Richmond Child Care Training Committee - members volunteer their time at the conference

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$10000.00	Professional & Program Development
2017	\$5500.00	Professional & Program Development

GRANT RECOMMENDATIONS

Recommended

Amount: \$6,000.00

Recommendation:

The purpose of the grant is to fund the Circles of Caring conference which offers professional development workshops to Richmond's early childhood educators. A grant is recommended with funding to be used to help subsidize the cost of a keynote speaker, workshop presenters, catering, venue, and parking expenses for participants.

Program and Professional Development Assistance for 2018

Child Care Training and Professional Development Society of

Summary Page 2

Staff Comments/Conditions:

None



**Program and Professional Development
Child Care Grants Program 2018**

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

Society: Volunteer Richmond Information Services Society

Title: Supporting Children's Social and Emotional Well-Being

Amount: \$3,000.00

Purpose:

To provide Kindergarten teachers, early childhood professionals, parents, and service providers the tools, strategies, understanding, and vocabulary to support children's social and emotional well-being.

Service Delivery Benefits:

Early childhood professionals, parents, kindergarten teachers, and service providers will explore how to set up the classroom to support the social and emotional well-being of the child. Participants will unpack the key elements of setting up a responsive room that nourishes children and supports the social aspects of learning and see actual examples of three unique settings- Strong Start, Kindergarten, and a school age studio.

Beneficiaries:

This workshop series of one full day (5 hours) and 2 - 2 hour workshops will provide Early Childhood professionals, and child care providers with 9 hours of professional development that can be used for recertification. Kindergarten teachers, parents, and service providers that attend will learn the value of creating a well-balanced environment that will benefit the children in their care. Participants will also learn about the Changing Results for Young Children project where the focus is on understanding what social and emotional learning looks like for young children.

Partners (if applicable):

School District 38 will provide in-kind space and custodial services for the full day workshop

Program and Professional Development Assistance for 2018

Volunteer Richmond Information Services Society

Summary Page 2

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$5000.00	Professional & Program Development
2016	\$5000.00	Professional & Program Development
2017	\$2500.00	Professional & Program Development

GRANT RECOMMENDATIONS

Recommended
Amount: \$3,000.00

Recommendation: A grant is recommended to fund a series of workshops for Richmond early childhood educators, parents, Kindergarten teachers and community service providers on tools, strategies and vocabulary to support children's social and emotional well-being.

Staff Comments/Conditions:

None



Child Care Grants Program Guidelines

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

Child Care Grants - Program Guidelines

Introduction

The City of Richmond provides grants to non-profit societies who provide child care services within the City's geographic boundaries. Child Care grants are funded by voluntary community amenity contributions from developers. These funds are held in the Child Care Development Reserve or the Child Care Operating Reserve. The ability to provide grants is subject to available funding and there may be years when the grant program(s) are not offered. For more information about the City of Richmond's approach to supporting child care services, please see the attached *City of Richmond's Child Care Development Policy*.

Eligibility

Non-profit societies that either (1) provide child care services or (2) support the provision of child care services are eligible. Applicants may be either non-profit child care providers seeking to improve the quality or capacity of care in their facility, or non-profit societies supporting quality programming and/or providing professional development opportunities for the broader child care community in Richmond.

Purpose

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

(1) Capital

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

(2) Professional and Program Development

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

Priorities

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

Online Grant Application Process

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

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

Applications are to include the following:

Step 1 - Applicant Contacts:

- a) Society name
- b) Society number issued by the BC Registry Services at the time of incorporation
- c) Society web site if applicable
- d) Contact names for the Society, e.g., an executive director, program manager or Board member
- e) Contact members role in the Society
- f) Society's address, postal code, phone number, and e-mail address

Step 2 - Applicant Information:

- a) Briefly outline the Society's history, mandate, goals and objectives of your organization.
- b) Describe the programs and services provided in the last 5 years.
- c) If the Society delivers licensed child care programs provide the licensed capacity and current enrolment by type for each program offered, referred to in the Society's Provincial Child Care License(s).
- d) Attach a copy of the Society's Provincial Child Care License(s) as issued by Vancouver Coastal Health Community Care Facilities Licensing.
- e) Attach a list of the Society's Board of Directors, Officers, and Executive Director, including their addresses and contact information.
- f) Attach minutes of the most recent annual general meeting.
- g) Attach Last Year's Financial Statements or Audited Statement including balance sheet for the recently completed fiscal year, including the auditor's report signed by external auditors, or one of the following alternatives:
 - If audited financial statements are not available, submit the financial statements reviewed by the external auditors for the most recent completed fiscal year along with the review engagement report signed by the external auditors;
 - If neither audited nor reviewed financial statements are available, submit the compiled financial statements for the most recent completed fiscal year along with a compilation report signed by the external auditors; or
 - If none of the above are available, financial statements for the most recently completed fiscal year endorsed by two signing officers of the Board of Directors.
- h) Attach an operating budget for the current year.

Step 3 - Grant Program:

Capital Grants or Professional and Program Development Grants

Capital Grants:

- a) Purpose of the grant - what is the intent of the proposed grant (e.g., for equipment, furnishings, playground improvements, other?). If you select "other" please provide a description of what capital project you wish to undertake.
- b) Provide a detailed description of how the funds would be used to enhance the delivery of Richmond child care services (e.g., improve quality, availability, accessibility).
- c) Describe who will benefit from the grant if received, e.g., for Capital Grants: the number and age groups of children who will benefit.

Professional and Program Development Grants:

- d) Purpose of the grant – Describe how the funds will be used to enhance the child care service delivery, support skill development of early childhood educators, and benefit the broader Richmond child care community.
- e) Describe who will benefit from the grant, if received (e.g., child care educators).

For both Grants Programs:

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

Supporting Documents:

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

Terms and Conditions

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

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

Consent to these terms will be requested as part of the application process.

Review Process and Approval Process

Grant submissions are first reviewed by City staff from the Community Social Development Division to determine eligibility and completeness. The City of Richmond's Child Care Development Advisory Committee reviews the grant applications and makes recommendations to City Council. These are summarized by staff into a report that is presented to Council for their consideration. All decisions concerning the approval of Child Care grants are made by Council. These decisions are final and there is no appeal process.

Submit an Application

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

Application Deadlines and Decisions

The deadline for submitting a grant application will be determined annually. Late applications are not accepted. Please visit the City's grants web site for more information on the grant program and important application deadlines:
www.richmond.ca/citygrants

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

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



POLICY 4017:

It is Council policy that:

1. GENERAL

- 1.1 The City of Richmond acknowledges that quality and affordable child care is an essential service in the community for residents, employers and employees.

2. PLANNING

- 2.1 To address child care needs, the City will: plan, partner and, as resources and budgets become available, support a range of quality, affordable child care.

3. PARTNERSHIPS

- 3.1 The City of Richmond is committed to:

- (a) Being an active partner with senior governments, stakeholders, parents, the private and non-profit sectors, and the community, to plan, develop and maintain a quality and affordable comprehensive child care system in Richmond.

Working with the following organizations and groups to facilitate quality child care in Richmond:

- (i) Community Associations and Societies - to assess whether or not child care services can be improved in community centres, and new spaces added to existing and future community centres.
- (ii) Developers - to encourage developers to provide land and facilities for child care programs throughout the City.
- (iii) Employers - to encourage employers' involvement in advocating and planning for child care.
- (iv) Intercultural Advisory Committee - to investigate and report on child care concerns, needs and problems facing ethno cultural groups in the City.
- (v) School Board – to continue providing space for child care programs on school sites; to co-locate child care spaces with schools where appropriate, and to liaise with the Child Care Development Advisory Committee,



- (b) Monitoring the need for new child care spaces to support Richmond residents, employee and student populations.
- (c) Providing, when appropriate, new child care spaces and/or facilities to meet existing needs and future population growth.
- (d) Requesting senior governments and other stakeholders to provide ongoing funding for affordable child care facilities, spaces, operations and programming.

4. RICHMOND CHILD CARE DEVELOPMENT ADVISORY COMMITTEE (CCDAC)

- 4.1 The City will establish and support the Richmond Child Care Development Advisory Committee.

5. CHILD CARE RESERVE FUNDS

- 5.1 The City has established two Child Care Reserve Funds as described below.

- (a) Child Care Development Reserve Fund (established by Reserve Fund Establishment Bylaw No. 7812)

The City will administer the Child Care Development Reserve Fund to financially assist with the following capital expenses:

- (i) Establishing child care facilities and spaces in:
 - City buildings and on City land.
 - Private developments.
 - Senior government projects.
 - Community partner projects.
 - (ii) Acquiring sites for lease to non-profit societies for child care; and
 - (iii) Providing grants to non-profit societies for capital purchases and improvements, such as equipment, furnishings, renovations and playground improvements.
- (b) Child Care Operating Reserve Fund (established by Child Care Operating Reserve Fund Establishment Bylaw No. 8827)
- (i) The City will administer the Child Care Operating Reserve Fund to financially assist with non-capital expenses relating to child care within the City, including the following:



- Grants to non-profit societies to support child care professional and program development within the City;
- Studies, research and production of reports and other information in relation to child care issues within the City; and
- Remuneration and costs, including without limitation expenses and travel costs, for consultants and City personnel to support the development and quality of child care within the City.

5.2 Developer cash contributions and child care density bonus contributions to the City's Child Care Reserve Funds will be allocated as follows:

- (a) 90% of the amount will be deposited to the Child Care Development Reserve Fund, and
- (b) 10% of the amount will be deposited to the Child Care Operating Reserve Fund, unless Council directs otherwise prior to the date of the developer's payment, in which case the payment will be deposited as directed by Council.

5.3 All expenditures from the Child Care Reserve Funds must be authorized by Council.

6. DEVELOPMENT OF CHILD CARE FACILITIES

6.1 To facilitate consistent, transparent and sound planning, the City will:

- (a) Undertake periodic child care needs assessments to update its child care strategy.
- (b) Use its powers through the rezoning and development approval processes to achieve child care targets and objectives.
- (c) Prepare Child Care Design Guidelines which articulate the City's expectations for the design and development of City-owned or leased child care facilities, whether they are built as City capital projects or by developers as community amenity contributions.
- (d) Make the Child Care Design Guidelines available to members of the public as a resource, and to City staff, developers, and architects as a guide for planning child care spaces in City-owned or leased facilities or developer-built community amenities being contributed to the City.



- 6.2 The City will further facilitate the establishment of child care facilities by:
- (a) Encouraging adequate child care centre facilities throughout the City where needed, particularly in each new community.
 - (b) Providing City land and facilities for child care programs in locations throughout the City.
 - (c) Encouraging child care program expansion through the enhancement of existing community facilities.

7. CHILD CARE GRANTS POLICY

- 7.1 Through City child care grants, support child care:

- (a) Facilities.
- (b) Spaces.
- (c) Programming.
- (d) Equipment and furnishings.
- (e) Professional and program development support.

8. PROFESSIONAL CHILD CARE SUPPORT RESOURCES

- 8.1 Support resources for child care providers as advised by the Child Care Development Advisory Committee and as the need requires and budgets become available.

9. POLICY REVIEWS

- 9.1 From time to time, the City will:

- (a) Review child care policies, regulations and procedures to ensure that no undue barriers exist to the development of child care.
- (b) As appropriate, develop targets for the required number, type and location of child care services in Richmond.

10. AREA PLANS

- 10.1 The City will ensure that area plans contain effective child care policies.



11. INFORMATION

11.1 The City will, with advice from the Child Care Development Advisory Committee:

- (a) Generate, consolidate and analyze information to facilitate the development of child care facilities, programs and non-profit child care agencies;
- (b) Determine if any City land holdings are appropriate to be made available for immediate use as child care facilities;
- (c) Review, update and distribute City produced public information material to the public on child care.

12. PROMOTION

12.1 The City will:

- (a) Declare the month of May "Child Care Month" and support awareness and fund-raising activities during that month.

Child Care Development Advisory Committee

*input rating score in yellow box

Child Care Professional and Program Development Grants Rating Sheet - 2018

		Atira Women's Resource Society		Child Care Training and Professional Development Society of Richmond		Volunteer Richmond Information Services Society	
		Rating	Comments	Rating	Comments	Rating	Comments
Eligibility							
Grant use report for previous year submitted (City Grant Administrator to complete)	yes/no/na						
Applicant is a registered non-profit BC Society (Soc. #, certificate of incorporation, constitution and bylaws provided)	0-5						
Authorized Signatures of Board Executive Members submitted	0-5						
Application is complete (e.g. all sections are filled out and supporting documents provided)	0-5						
Delivers a licensed child care program (copies of current licenses included or an application for a license in process is provided)	0-5						
List of Society Board of Directors, Officers and Executive Directors provided	0-5						
Minutes of AGM attached	0-5						
Project will primarily serve Richmond residents	0-5						
Eligibility rating	<i>max pts = 35</i>	/35		/35		/35	
Purpose of Proposal							
Grant request fits the grant guidelines eligibility criteria	0-5						
Demonstrated need for the proposal	0-5						
Information is provided on who will benefit (must benefit Richmond ECE's re: professional dev't.)	0-5						
A timeline for completing the project is included	0-5						
Supporting documents provided (e.g. quotes, letters of support)							
Purpose of Proposal rating	<i>max pts = 25</i>	/25		/25		/25	
Financial Criteria							
Financial Statement for Last Year provided	0-5						
Current and proposed year Operating budget attached	0-5						
Project budget has been completed (e.g. revenue and expenses balance, some funding from other sources is shown)	0-5						
Society is financially stable (i.e. not showing significant deficits)	0-5						
Financial need for the project is demonstrated	0-5						
Financial rating	<i>max pts = 25</i>	/25		/25		/25	
FINAL RATING SCORE	<i>max pts = 85</i>	/85		/85		/85	

* 0= Not sufficient/ ineligible

* 5= Sufficient/ qualified



To: General Purposes Committee
From: Kim Somerville
Manager, Community Social Development
Re: 2018 Health, Social and Safety Grants

Date: January 17, 2018
File: 07-3040-01/2018-Vol
01

Staff Recommendation

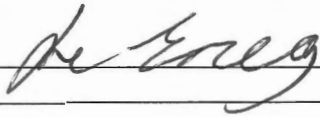

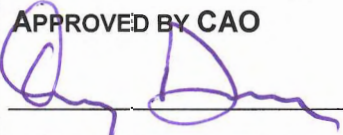
That, as per the report titled "2018 Health, Social and Safety Grants," dated January 17, 2018, from the Manager of Community Social Development:

1. Health, Social and Safety Services Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$598,464;
2. The following applicants be approved for the first year of a three-year funding cycle:
 - Chimo Community Services
 - Family Services of Greater Vancouver
 - Pathways Clubhouse
 - Richmond Addiction Services
 - Richmond Family Place Society
 - Richmond Mental Health Consumer and Friends Society
 - Richmond Multicultural Services Society
 - Richmond Youth Service Agency
 - Volunteer Richmond Information Services Society
3. The following applicants be approved for the second year of a three-year funding cycle:
 - Big Brothers of Greater Vancouver
4. The following applicants be approved for the third year of a three-year funding cycle:
 - Community Mental Wellness Association of Canada
 - Heart of Richmond AIDS Society
 - Richmond Society for Community Living
 - Richmond Women's Resource Centre



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

Att. 3

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

Staff Report

Origin

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

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

This report also supports the Social Development Strategy Action 39:

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

Findings of Fact

2018 Health, Social and Safety Grant Budget

The 2018 Health, Social and Safety (HSS) Grant Budget is \$601,444. This total includes a 2.1% Cost of Living increase over last year's budget, as per the City Grant Policy (3712).

Notice Given and Applications Received

On October 10, 2017, a call for applications for the 2018 Health, Social and Safety Grants was posted on the City's website and promoted through social media channels and news releases. The notice was circulated to the Richmond Community Services Advisory Committee as well as by request to other non-profit societies.

In the HSS category, a total of 32 applications were received for a total request of \$774,832. A table outlining requests and recommended 2018 allocations is provided in Attachment 1. A summary of each application is provided in Attachment 2, generated directly from application information provided in the web-based system. As summary contents are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicant. Staff recommendations and comments are also included in each summary.

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

Late Applications

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

New Applications

Two applications were received from organizations that had not previously applied for a Health, Social and Safety Grants: the Crisis Intervention and Suicide Prevention Centre of BC and the West Richmond Community Association (WRCA).

Application Review Process

A HSS Grant Review Committee, consisting of staff from the Community Services Division, reviewed the 2018 HSS applications. Recommended allocations were determined by the committee rather than individual reviewers. Assessment criteria outlined in the HSS Grant Program Guidelines, Sections 4 (Eligibility) and 5 (Application Assessment Criteria) (Attachment 3) were used to determine eligibility and assess applications.

Analysis

Health, Social & Safety Grant Application Information, 2016-2018

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

	2016	2017	2018 (Recommended)
Total number of applications	33	34	32
New applicants	4	1	2
Late applications	0	0	0
Grants denied (did not meet criteria)	4	1	2
Partial amount of request recommended	22	23	20
Full amount of request recommended	7	8	10
Minor request (\$5,000 or less)	11	12	13
Total amount requested	\$881,094	\$891,709	\$774,832
Total budget available	\$576,958	\$589,074	\$601,444
Total HSS allocated	\$566,570	\$586,095	\$598,464**

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

**subject to Council approval

Reasons for Partial or No Funding

Most applicants (70%) are recommended for partial rather than full funding. Principle reasons for partial funding are:

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

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

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

Minor/Major Grant Requests

Two streams of applications have been established; one for minor (\$5,000 or less) and one for major (over \$5,000) grant requests. A more comprehensive application is required for major grants (i.e. applications for minor grants have fewer sections to complete). In the Health, Social & Safety category, 13 organizations applied for grants of \$5,000 or less (minor), while 19 applied for grants over \$5,000 (major).

Multi-Year Funding Request

City Grant Policy 3712 allows applicants receiving City Grants for the same purpose, for a minimum of five of the most recent consecutive years, to apply for a three-year funding cycle. In the first year of a cycle, the comprehensive application form is required, while for the following two years, a briefer application is required. Council reviews recommendations annually to determine if each year of an approved cycle will be funded.

Financial Impact

The 2018 HSS Grant Program budget is \$601,444. A total of \$598,464 is recommended for disbursement (Attachment 1). The remaining balance of \$2,980 will be transferred to the Grant Provision account for future distribution.

Conclusion

The HSS Grant Program contributes significantly to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a livable community. These grants support the work of non-profit social service agencies whose mandates align with the Social Development Strategy goals of social equity and inclusion; citizen engagement; and building on social assets and community capacity. Staff

January 17, 2018

- 6 -

recommend that 2018 HSS Grants be allocated as indicated to the many societies dedicated to supporting the well-being of Richmond residents.

A handwritten signature in cursive script, appearing to read "Lesley Sherlock".

Lesley Sherlock
Social Planner
(604-276-4220)

- Att. 1: Table of Applicant Requests and Recommendations
- 2: Grant Application Summary Sheets
- 3: Grant Application Guidelines

Health, Social and Safety Services Recommendations - 2018

APPLICANT NAME	2017 GRANT	2018 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2018 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Amyotrophic Lateral Sclerosis Society of British Columbia	\$700	\$5,000	13	\$2,000	N/A	This grant will be used to purchase a Sit to Stand Lift and Sling, one of the most frequently required and requested pieces of equipment rented from the Society, for use by a Richmond resident. The recommendation is for an increased level.	1
Big Brothers of Greater Vancouver	\$4,843	\$10,000	42	\$6,000	2	This Multi-Year (Year 2) grant is to support matches of Big and Little Brothers in Richmond, as well as the Teen Mentoring Program matching "buddies" from elementary and high schools. The recommendation is for an increased level.	4
Big Sisters of BC Lower Mainland	\$4,843	\$10,000	30	\$6,000	N/A	This grant is to support matches of Big and Little Sisters in Richmond, as well as for the Study Buddy program matching older with younger students. The recommendation is for an increased level.	6
Boys and Girls Clubs of South Coast BC	\$5,000	\$5,000	75	\$5,000	N/A	This grant will support an after school program at Mitchell Elementary in East Richmond reaching 75 children aged 6 to 12 years and ensure accessibility to those who cannot afford to pay. This recommendation is for the full amount requested.	9
Canadian Mental Health Association, Vancouver-Fraser Branch	\$6,329	\$16,000	50	\$8,000	N/A	This grant will support staff costs of the Super Fun Groups Kids Program providing weekly outings for children of parents with serious and persistent mental illness or addictions, mostly from very low income families. The recommendation is for an increased level.	12
Canadian Red Cross Society	\$2,000	\$2,000	2,433	\$2,000	N/A	This grant is for the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) Office, where free and by-donation temporary loans are available to those with limited mobility. The recommendation is for the full amount requested.	15
Children of the Street Society	\$4,084	\$5,000	3,000	\$5,000	N/A	This request is to fund workshops to educate children and youth about sexual exploitation. The workshops will reach 750 children and youth through 25+ workshops delivered in Richmond. The recommendation is for the full amount requested.	18
Chimo Community Services	\$49,392	\$50,000	6,500	\$50,000	1	This Multi-Year (Year 1) grant will support crisis response services, community engagement and outreach and advocacy programs. The recommendation is for the full amount requested.	22
Community Mental Wellness Association of Canada	\$9,548	\$37,000	8,500	\$9,739	3	This Multi-Year (Year 3) grant will support mental wellness education, workshops and referrals to other community services. The recommendation is for the same level as last year, plus a Cost of Living increase.	25
Crisis Intervention and Suicide Prevention Centre of British Columbia*		\$5,000	718	\$0	N/A	This grant was requested to support the Volunteer Crisis Services Responders and the technical infrastructure required to operate the online chat service. The recommendation is to deny funding due to insufficient information about the benefit to Richmond residents.	27
Family Services of Greater Vancouver	\$47,066	\$51,856	220	\$48,007	1	This Multi-Year (Year 1) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommended level is the same as last year, plus a Cost of Living increase.	31
Heart of Richmond AIDS Society	\$11,500	\$11,500	1,610	\$11,500	3	This Multi-Year (Year 3) grant will support program costs for those with HIV/AIDS and their families, as well as education/prevention services. The recommendation is for the full amount requested.	34
Minoru Seniors Society	\$5,000	\$5,000	100	\$5,000	N/A	This grant is to support an outreach program to assist at-risk frail and isolated seniors through social, recreation & leisure programs. The recommendation is for the full amount requested.	36
Multicultural Helping House Society	\$8,780	\$46,000	1,250	\$8,956	N/A	This grant is to support the Health & Wellness Program providing disease prevention workshops to both improve health and reduce social isolation for the 55+ Club and live-in caregivers in Richmond. The recommendation is for the same level, plus a Cost of Living increase.	39
Pacific Post Partum Support Society		\$3,475	2,000	\$2,000	N/A	This grant will contribute to the production of a brochure regarding post-partum depression and anxiety in a number of languages, designed to break down stigmas and barriers regarding PPD/A by increasing connections and supporting health and wellness.	42

Health, Social and Safety Services Recommendations - 2018

APPLICANT NAME	2017 GRANT	2018 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2018 RECOM.	MULTI-YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Parish of St. Alban's (Richmond)	\$15,315	\$15,000	1,500	\$15,000	N/A	This grant is to support homeless people and those living close to or below the poverty line who are in need of the community meal, shower program and information and referral services. The recommendation is for the full amount requested.	45
Pathways Clubhouse	\$34,340	\$45,000	385	\$35,027	1	This Multi-Year (Year 1) grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness. The same level is recommended, plus a Cost of Living increase.	48
PLEA Community Services Society of British Columbia		\$3,600	20	\$0	N/A	This grant was requested to support the KidStart mentoring program for children 6-12 years. The recommendation is to deny funding as the organization has a growing surplus and does not demonstrate financial need.	51
Richmond Addiction Services Society	\$213,458	\$226,201	5,300	\$217,727	1	This Multi-Year (Year 1) grant will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours. The same level is recommended, plus a Cost of Living increase.	55
Richmond Amateur Radio Club	\$1,614	\$2,200	All	\$1,646	N/A	This grant will assist with radio station renovations, volunteer support, training and education expenses for amateur radio operations for local community events. The same level is recommended, plus a Cost of Living increase.	58
Richmond Bethel Mennonite Brethren Church	\$2,690	\$5,000	220	\$3,000	N/A	This grant will assist with supplies for the weekly free Food for Life community meal program, serving primarily the disadvantaged, new immigrants and seniors. The recommendation is for an increased level.	61
Richmond Family Place Society	\$25,825	\$30,000	6,900	\$27,000	1	This Multi-Year (Year 1) grant is for family support programs and other preventative services for families with children up to 12 years. The recommendation is for an increased level.	64
Richmond Food Bank Society	\$5,000	\$5,000	250	\$5,000	N/A	This grant will support the Poverty Response Committee's Self-Advocacy Network project to build capacity in the community and address poverty in Richmond. The recommendation is for the full amount requested.	67
Richmond Mental Health Consumer and Friends Society	\$3,841	\$10,000	20	\$5,000	1	This Multi-Year (Year 1) operating grant will support the Mental Health Peer Social Group Program which offers social and volunteer activities for those with mental illness, as well as experience with program administration. The recommendation is for an increased level.	70
Richmond Multicultural Community Services	\$10,976	\$15,000	4,000	\$12,000	1	This Multi-Year (Year 1) grant will support the operating expenses of immigrant, refugee and welcoming community programs. The recommendation is for an increased level.	73
Richmond Society for Community Living	\$15,000	\$15,000	3,000	\$15,000	3	This Multi-Year (Year 3) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for the full amount requested.	76
Richmond Women's Resource Centre	\$20,420	\$46,000	7,000	\$24,000	3	This Multi-Year (Year 3) grant will support women's programs and services, including skills training, English conversation and peer support groups designed to empower women and help them obtain needed assistance. The recommendation is for an increased level.	79
Richmond Youth Service Agency	\$13,186	\$19,000	1,800	\$14,000	1	This Multi-Year (Year 1) grant will support the Connections Youth Resource Centre's Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation is for an increased level.	81
Touchstone Family Association	\$5,000	\$5,000	35	\$5,000	N/A	This grant is to support the Street Smart Program for at-risk youth, designed to stop or prevent street gang involvement. The recommendation is for the full amount requested.	84
Turning Point Recovery Society	\$6,000	\$15,000		\$7,000	N/A	This grant is to support Drop-In Centre clients with outreach support and continuing after-care for those transitioning to housing at Storeys. The Centre, previously operated by St. Alban's, is temporarily located at the Salvation Army while TPRS seeks a permanent location. The recommendation is for an increased level.	87

Health, Social and Safety Services Recommendations - 2018

APPLICANT NAME	2017 GRANT	2018 REQUEST	RESIDENTS TO BE SERVED	DRAFT 2018 RECOM.	MULTI- YEAR RECOM.	COMMENT SUMMARY	ATT 2 PG
Volunteer Richmond Information Services Society	\$40,061	\$50,000	17,500	\$40,862	1	This Multi-Year (Year 1) grant is to provide operating assistance for volunteer, charitable and information programs. The recommendation is for the same level, plus a Cost of Living increase.	90
West Richmond Community Association*		\$5,000	42	\$2,000	N/A	This program is delivered to a growing vulnerable section of the community, and will serve 42 seniors over the course of three ten-week programs. This program reduces isolation, provides healthy food, and supports emotional, mental and physical well-being.	95
Totals	\$571,811	\$774,832		\$598,464			
Total Available				\$601,444			
Remaining				\$2,980			
* New Applicant							

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Amyotrophic Lateral Sclerosis Society of British Columbia**Grant Type:** \$5,000 or Less Single Year**Grant Request:** \$5,000**Proposal Title:** Equipment Loan Program**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):** January 1, 2014 **End Date (if applicable):** December 31, 2014**Number To Be Served:** 323 ALS patients and their families**Richmond Residents:** 13 patients and their families**Grant Request Summary:**

The ALS Society of BC's Equipment Loan Program supports ALS patients by providing the required equipment at any stage of their disease at no cost. The program ensures the patients' mobility and ability to communicate while allowing patients and their families to have the best quality of life possible while dealing with ALS. This program helps remove some of the financial burdens that ALS families will face and give them the opportunity to allocate their finances toward other needs of ALS patients. The program provides crucial mobility items such as walkers, scooters, manual and power tilt wheelchairs, and communications devices.

The grant request of the Society is in the amount of \$5,000 to purchase a Sit to Stand Lift with Sling.

Richmond Services Received by Your Organization:

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

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,700,599.00	1,427,466.15
Total Expenses:	1,804,222.00	1,189,636.00

Health, Social & Safety 2018
Amyotrophic Lateral Sclerosis Society of British Columbia

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

Annual Surplus or (Deficit):	(103,623.00)	237,829.00
Accumulated Surplus or (Deficit):	94,090.00	308,138.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The total general fund revenue does not include the gift-in-kind donations of 207,128. The total expense does not reflect the amortization expense of 341,562 and also the capitalized expense in the amount of 134,180. Capitalized equipment are equipment purchased over 1,000. Our fundraising revenue decreased by 11% compared to 2015. Our walks specifically have continuously declined since the 2014 ALS Ice Bucket Challenge. Although, the Society has made a lot of announcements that funds received were directed to ALS research, the Ice Bucket Challenge created a perception that Society received so many funds in 2014.

Current Year:

The total general fund revenue does not include the gift-in-kind donations of 205,000. The total expense does not reflect the amortization expense of 202,000 and also the capitalized expense in the amount of 15,000. Capitalized equipment are equipment purchased over 1,000. Our fundraising revenues continued to decline specifically the Walks for ALS and PGA Golfathon for ALS. We received a large bequest this year, which offset the revenue shortfall of the fundraising events. To address the shortfall of revenues, the Society trimmed down budget and expenses specifically the purchase of new capitalized equipment

Explanation for Accumulated Surplus or (Deficit):

Due to possible cash flow shortfall, the 2017 ALS Society of BC Budget that was approved in September 2016 was revised during the ALS Society of BC board meeting in April 2017. A number of expenses were trimmed down in the current 2017 approved budget.

*Note that 183,000 on the deferred revenue in 2016 was from the BC Gaming Community Grant for projects in 2017.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$700.00	Health, Social & Safety
2015	\$3,030.00	Health, Social & Safety
2014	\$3,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Health, Social & Safety 2018**Amyotrophic Lateral Sclerosis Society of British Columbia**

ATTACHMENT 2

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

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

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	BC Gaming Community Grant	Amount	\$149,000.00
Funder 2 Name	Mr. & Mrs. Woodward Foundation	Amount	20000.00
Funder 3 Name	The Greygates Foundation	Amount	3000.00

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

This grant will be used to purchase a Sit to Stand Lift and Sling, one of the most frequently required and requested pieces of equipment rented from the Society, for use by a Richmond resident. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None

**Multi-Year Grant Application for 2018****Health, Social & Safety Program**

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

Society: Big Brothers of Greater Vancouver**Grant Type:** Over \$5000 Multi Year - Year 2**Grant Request:** \$10,000**Proposal Title:** Community and Teen Mentoring Programs**Number Served:** Richmond Residents:**Grant Request Summary:**

In our fast paced, technology obsessed world, children need stable positive influences more than ever. When our children are emotionally, socially and physically healthy, everyone in the community benefits. In the 2016 BC Provincial Health Officer's Annual report, one of the key messages states that "strong and supportive families as well as having caring adults outside the family are important protective factors in young peoples' lives". The Community Program matches adult male volunteers with boys aged 7-14 who have limited or no contact with a positive male role model in their lives. Big and Little Brothers spend 2-4 hours each week doing a wide range of low-cost fun activities together. We currently have 23 matches and 12 children in our waitpool to be matched. Children on our waitlist often wait up to 2 years before being matched with their mentors. BBGV is working on growing relationships with Chinese Culturally Student Clubs and creating targeted Facebook advertisements to Mandarin speaking individuals to address the need of new immigrant families. We hope to reduce the wait pool and match at least 9 more children in the Community program this year.

We run 1 Teen Mentoring Program in Richmond which matches 10 elementary school boys and girls (grades 1-7) with 10 teen "Buddy" mentors from the nearby high school. Big and Little Buddies spend one hour a week on school grounds engaging in fun non-academic activities. This program connects each child one-on-one with teen mentors, thereby increasing their network of support and enabling them to form a relationship with someone who is engaged in and cares about their life. The child experiences the many life-long benefits of a quality mentoring relationship, including higher self-esteem, reduced risky behavior, stronger relationships, and a more positive attitude toward school. The family benefits from the improved wellbeing of the child, and volunteer mentors report feeling immense personal reward.

Changes that will impact grant use:

No changes identified that will impact grant use.

FINANCIAL INFORMATION**Your Society's Budget:**Last Complete YearProposed Year

Health, Social & Safety 2018
Big Brothers of Greater Vancouver

Over \$5000

ATTACHMENT 2
Multi Year - Year 2
Summary Page 2

Total Revenue:		2,576,598.00
Total Expenses:	2,332,935.00	2,572,305.00
Annual Surplus or (Deficit):	(18,878.00)	4,293.00
Accumulated Surplus or (Deficit):	71,688.00	75,981.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

None

Current Year:

Minimal

Explanation for Accumulated Surplus or (Deficit):

Less than one month's expenses

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$4,843	Health, Social & Safety
2016	\$4,743	Health, Social & Safety
2015	\$4,636	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$6,000

Recommendation:

This Multi-Year (Year 2) funding is to support matches of Big and Little Brothers in Richmond, as well as the Teen Mentoring Program matching "buddies" from elementary and high schools. The recommendation is for an increased level.

Staff Comments /
Conditions:

None



Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Big Sisters of BC Lower Mainland

Grant Type: Over \$5000 Single Year

Grant Request: \$10,000

Proposal Title: Big Sisters Mentoring Programs in Richmond

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 30

Richmond Residents: 30

Grant Request Summary:

Big Sisters Mentoring Program: Matches girls (ages 7-17) with a volunteer Big Sister in a one-to-one mentoring relationship, who meet once a week for 2 to 4 hours for a minimum of one year. Matches enjoy a wide range of activities that focus on building the confidence and life skills of the Little Sister. We supported more than 328 Big & Little Sister matches in 2016. Study Buddy Program: Matches girls (ages 7-17) with volunteers who offer them educational support and academic assistance. For a minimum of six months, Study Buddies meet for one hour a week outside of school to work on school subjects and study skills. With the support of a Study Buddy, Little Sisters are encouraged to improve their educational performance and meet their academic goals. We fostered approximately 151 Study Buddy matches in 2016. These impactful one-to-one mentorship relationships produce positive results, are preventative and contribute back to our community. We do more than just connect a girl with an adult friend; we offer multiple years of support from elementary school to university. We support families and help them find the resources they need to provide for their children and integrate into their communities. We provide volunteers with the support and skills they need to develop a supportive relationship with their Little Sister that will flourish. Big Sisters focuses on prevention versus intervention. These years are essential in determining later outcomes. Girls, aged 7-17, are referred to our agency by parents, school personnel, social workers and other helping professionals. Big Sisters BCLM serves an extremely vulnerable, socially disadvantaged population. Our Little Sisters face serious adversity and also come from growingly diverse backgrounds and communities.

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

Health, Social & Safety 2018
Big Sisters of BC Lower Mainland

ATTACHMENT 2
Over \$5000 Single Year
Summary Page 2

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,527,734.00	1,424,815.00
Total Expenses:	1,415,581.00	1,424,815.00
Annual Surplus or (Deficit):	112,153.00	0.00
Accumulated Surplus or (Deficit):	702,331.00	702,331.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We had a very successful year-end fundraiser in 2016 which resulted in a surplus late in the year. This was both carried forward or was put into the housing maintenance and contingency fund which was used in 2015 for a staffing and growth investment.

Current Year:

We are not expecting a surplus or deficit in 2017.

Explanation for Accumulated Surplus or (Deficit):

We are not expecting a surplus or deficit in 2017.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$4,843	Health, Social & Safety
2016	\$4,743	Health, Social & Safety
2015	\$4,636	Health, Social & Safety
2014	\$4,590	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	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL \$10,000.00

Health, Social & Safety 2018
Big Sisters of BC Lower Mainland

ATTACHMENT 2
Over \$5000 Single Year
Summary Page 3

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming	\$10,518
Funder 2 Name	United Way	\$5,479
Funder 3 Name	Service Contracts	\$1,952

Amount Your Society will Provide: **\$53,236.00**

Total Proposed Budget: **\$81,185.00**

GRANT RECOMMENDATIONS

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

Recommendation:

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

**Staff Comments /
Conditions:**

None

Grant Application Summary for 2018

Health, Social & Safety Program

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

Society: Boys and Girls Clubs of South Coast BC

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

Grant Request: \$5,000

Proposal Title: Boys and Girls Club Services at Mitchell Elementary

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 75

Richmond Residents: 75

Grant Request Summary:

We are seeking support from the City of Richmond to support the after-school program offered by Boys and Girls Clubs at Mitchell Elementary School in East Richmond. The drop-in program is offered four days per week (Monday through Thursday) after school for students aged 6 through 12, and a preteen evening program is offered once a week for kids in Grades 5 through 7. The Club provides a safe, accessible place for children after school, and offers supervised social and recreational programs that enhance participants' physical, educational, character, and skill development. Activities include healthy snacks, homework assistance, nutrition and cooking programs, arts and crafts, leadership programs, and sports and physical activities that promote active lifestyles. At BGC, no one is ever turned away due to an inability to pay, ensuring that all children and families can access our programs. Club members benefit, as they are supported to become engaged in positive, constructive activity during their out-of-school time. The parents and/or caregivers of the participants benefit from accessing affordable, high quality after-school programming for their children. In the long term, the neighbourhood will be safer and healthier as a result of the positive impacts the Club programs have on community members.

Richmond Services Received by Your Organization:

We received a \$5,000 City Grant in 2017, but receive no other services from the City of Richmond.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	11,098,408.00	11,624,925.00
Total Expenses:	11,262,712.00	11,770,566.00
Annual Surplus or (Deficit):	(164,304.00)	(145,641.00)

Health, Social & Safety 2018
Boys and Girls Clubs of South Coast BC

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

Accumulated Surplus or (Deficit): 1,599,891.00 1,554,250.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

A deficit budget was approved, but our current forecast indicates a balanced year-end position for operations.

Explanation for Accumulated Surplus or (Deficit):

Sound financial management over the last 80 years.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety
2015	\$3,000.00	Health, Social & Safety
2014	\$2,550.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$70,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$3,700.00
Utilities and Telephone	\$500.00
Supplies	\$50.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$1,800.00
Local Travel	\$1,200.00
Other	\$10,500.00

Insurance: \$1,750

Food: \$1,800

Allocation for Central Administration: \$6,950

Health, Social & Safety 2018
Boys and Girls Clubs of South Coast BC

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

		TOTAL	<u>\$87,750.00</u>
Financial Assistance from Other Sources (if applicable)			
Funder 1 Name	United Way of the Lower Mainland	Amount	\$60,000.00
Funder 2 Name	Province of BC - Gaming	Amount	4800.00
Funder 3 Name	Membership Fees	Amount	9950.00
Amount Your Society will Provide:			<u>\$8,000.00</u>
Total Proposed Budget:			<u>\$87,750.00</u>

GRANT RECOMMENDATIONS

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

Recommendation:

This grant will support an after school program at Mitchell Elementary in East Richmond reaching 75 residents aged 6 to 12 years and ensuring accessibility to those who cannot afford to pay. This recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None



**Grant Application for 2018
Health, Social & Safety Program**
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Canadian Mental Health Association, Vancouver-Fraser
Grant Type: Over \$5000 Single Year
Grant Request: \$16,000
Proposal Title: Super Fun Groups (known as Super Saturday Club before) Program-serving families in Richmond
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 50
Richmond Residents: 50

Grant Request Summary:

Our grant is to for partial funding for one of the two groups of the Super Fun Group Kids Program in Richmond. It is part of the Child and Youth Program of the Canadian Mental Health Association. Super Fun Groups currently support 22 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 8-15 (the age range is wider this year because there are no suitable programs for couple of the kids who are older than 12 and still desperately require the service) 21 kids out of 23 are from families with very low income.

There are absolutely no barriers and no cost for the kids to participate in the Program. Once a month, the program provides the kids with a full day of activities (such as: Playland, Beach Day, Waterslides, Aquarium, Urban Safari, in the winter - Movies, Christmas events and Snowboarding). 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 life.

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

Richmond Services Received by Your Organization:

Our 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 Association annual bike ride fundraiser (Ride Don't Hide) by offering support in event application process, route design, water station logistic and event day route support in Richmond.

FINANCIAL INFORMATION

Your Society's Budget	Last Complete Year	Proposed Year
Total Revenue:	6,310,948.00	7,222,046.00
Total Expenses:	6,389,784.00	7,189,329.00
Annual Surplus or (Deficit):	(77,836.00)	32,717.00
Accumulated Surplus or (Deficit):	309,496.00	397,895.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Last year deficit was due to unexpected higher cost in program expenses and lower funding received in couple of the programs.

Current Year:

This year expected surplus (at the 6 months mark) is a result of some cost savings in program expenses and a small increase in funding in one of the programs.

Explanation for Accumulated Surplus or (Deficit):

Accumulated surplus is reserved for contract cancellation contingencies and capital purchases

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$6000.00	Health, Social & Safety
2015	\$6060.00	Health, Social & Safety
2017	\$6329.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$11,172.00
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	\$1,500.00
Other	\$3,328.00

Local travel listed is for picking up and dropping off the kids at their homes. This other is for activities, event admissions and meals.

TOTAL **\$16,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Canadian Mental Health Association, Van-Fraser Branch Fundraising	\$12,860
Funder 2 Name	CKNW Orphans' Fund	\$1,000

Amount Your Society will Provide: **\$12,860.00**

Total Proposed Budget: **\$29,860.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$8,000

Recommendation:

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

Staff Comments / Conditions: None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Canadian Red Cross Society**Grant Type: \$5,000 or Less Single Year****Grant Request: \$2,000****Proposal Title: HELP Makes Homes Safe for Richmond Seniors****Grant Purpose: Operating Assistance****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 4983****Richmond Residents: 2433****Grant Request Summary:**

The Canadian Red Cross is seeking \$2000.00 towards the partial staffing cost of an Equipment Technician working at the Richmond Health Equipment Loan Program (HELP) Office. The Richmond HELP program provides free, by-donation loans of basic and advanced medical equipment to community members recovering from injury or surgery, transitioning to a permanent dependency on a mobility device, or receiving palliative care in the home. Our data shows that 71% of HELP clients are seniors, 46% are elderly seniors over the age of 75, and the majority (33%) are recovering from hip or knee surgery.

The heart of the HELP program is prevention—specifically fall prevention. Statistics show that 1/3 of seniors fall once or more each year and they are never more vulnerable than in the period immediately after a disability. Furthermore, roughly 41% of HELP clients are low income (making less than \$20,000)—without this service, many could not access this equipment. With the number of Richmond seniors set to double by 2038, the HELP program fills a critical service gap for Richmond residents and provides excellent value to the local community.

For the fiscal year 16/17, the Richmond HELP office loaned out 10,721 pieces of medical equipment and received 4746 client visits, which represents a 7% increase in client visits over 15/16 and a 28% increase over the last two years. The Red Cross has scaled up its services to meet this increased demand, acquiring new equipment and increasing the volunteer team by four members over last year.

While much of the work at the Richmond HELP office is performed by volunteers, a qualified Equipment Technician is integral to ensuring that equipment is safe, hygienic, and available when it is needed most. The City of Richmond's funding ensures that every community member has access to the medical equipment they need and can recover in the comfort of their home rather than in the hospital.

Richmond Services Received by Your Organization:

NA

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,371,074.00	8,948,300.00
Total Expenses:	2,371,074.00	8,948,300.00
Annual Surplus or (Deficit):	0.0	0.00
	0	
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

NOTE: The 15/16 budget included only the basic HELP program. The 16/17 budget included both the HELP basic and HELP advanced programs. This explains the rather large jump in revenue and expenses from one year to the next.

Current Year:

NA

Explanation for Accumulated Surplus or (Deficit):

NA

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$2,000.00	Health, Social & Safety
2015	\$4,040.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

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

Financial Assistance from Other Sources (if applicable)

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

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

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

GRANT RECOMMENDATIONS

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

Recommendation:

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

**Staff Comments /
Conditions:**

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

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

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

Grant Request Summary:

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

Our workshops are designed and delivered by young adults who use monologues, role-plays and other interactive activities.

TCO² workshop facilitators (one male, one female) involve kids in a meaningful discussion about what sexual exploitation is, how to recognize it and how to prevent it from happening to themselves and their peers.

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

At the conclusion of our workshop, children and teens attending our TCO² Workshop will be able to identify and describe what sexual exploitation and what human trafficking is, identify characteristics of exploiters, specifically, the tactics they use to find their victims, understand the link between gangs and all forms of sexual exploitation.

Our workshop also identifies the factors that put youth at great risk for exploitation such as drug/alcohol use, LGBTQ2, aboriginal heritage, currently in a youth agreement or foster care.

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

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

Richmond Services Received by Your Organization:

We do not currently receive City of Richmond Services.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	606,828.00	634,973.00
Total Expenses:	611,619.00	634,973.00
Annual Surplus or (Deficit):	(4,791.00)	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

N/A

Health, Social & Safety 2018
Children of the Street Society

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$4,084.00	Health, Social & Safety
2016	\$4,000.00	Health, Social & Safety
2015	\$1,010.00	Health, Social & Safety
2014	\$1,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$175,410.00
Consultant Services	\$6,000.00
Volunteer Support (e.g. expenses, recognition)	\$600.00
Office Rent or Mortgage	\$20,300.00
Utilities and Telephone	\$4,740.00
Supplies	\$2,500.00
Equipment	\$0.00
Photocopying	\$5,360.00
Program Materials	\$3,500.00
Local Travel	\$4,000.00
Other	\$41,595.00

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

TOTAL \$264,005.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Provincial Grants - BC Gaming and Civil Forfeiture	Amount	\$100,000.00
Funder 2 Name	Municipal Grants	Amount	29300.00
Funder 3 Name	Private Foundations	Amount	52000.00

Amount Your Society will Provide: \$705.00

Total Proposed Budget: \$264,005.00

GRANT RECOMMENDATIONS

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

Recommendation:

This request is to fund workshops to educate children and youth about sexual exploitation. The workshops will reach 750 children and youth through 25+ workshops delivered in Richmond. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None



**Grant Application for 2018
Health, Social & Safety Program**
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Chimo Community Services

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

Grant Request: \$50,000

Proposal Title: 2018 Health, Social and Safety Grant

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 16000

Richmond Residents: 6500

Grant Request Summary:

This grant supports delivery and expansion of Chimo's Crisis Line, Outreach & Advocacy, and Community

Engagement programs, all of which are delivered by professionally-trained and supervised volunteers. Annually, these services support approximately 16,000 people. Our Crisis Line and Outreach & Advocacy programs provide immediate emotional support; help with problem identification, clarification, and resolution; provide strong linkages to community resources; give practical assistance with poverty, administrative, family, immigration, and civil matters; and intervene in life-threatening situations. As a result, individuals and families are supported, in some cases lives are saved, people are able to resolve their issues and move forward with greater clarity, capacity, energy, robustness, and readiness to address future life challenges. Our Community Engagement program offers eight educational workshops for Richmond secondary students. Topics include suicide awareness, bullying, body image, financial literacy, stress management, and teen relationship abuse prevention.

Richmond Services Received by Your Organization:

Use of city-owned lot for social housing (60 year no cost lease for Nova Transition House property), partial tax relief for Nova House property.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,838,081.00	2,033,317.00
Total Expenses:	1,817,404.00	2,033,317.00
Annual Surplus or (Deficit):	1,989.00	0.00
Accumulated Surplus or (Deficit):	33,943.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$49,392	Health, Social & Safety
2016	\$48,903	Health, Social & Safety
2015	\$48,419	Health, Social & Safety
2014	\$47,940	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$30,170.00
Consultant Services	\$3,500.00
Volunteer Support (e.g. expenses, recognition)	\$3,000.00
Office Rent or Mortgage	\$4,365.00
Utilities and Telephone	\$1,200.00
Supplies	\$1,300.00
Equipment	\$700.00
Photocopying	\$450.00
Program Materials	\$950.00
Local Travel	\$150.00
Other	\$4,215.00

Administration costs

TOTAL **\$50,000.00**

Health, Social & Safety 2018
Chimo Community Services

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 3

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver Coastal Health	\$136,010
Funder 2 Name	Ministry of Justice	\$104,572
Funder 3 Name	BC Community Gaming Grant	\$90,000
Amount Your Society will Provide:		<u>\$0.00</u>
Total Proposed Budget:		<u>\$534,332.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$50,000

Recommendation:

This Multi-Year (Year 1) grant will support crisis response services, community engagement and outreach and advocacy programs. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None

**Multi-Year Grant Application for 2018****Health, Social & Safety Program**

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

Society: Community Mental Wellness Association of Canada**Grant Type:** Over \$5000 Multi Year - Year 3**Grant Request:** \$37,000**Proposal Title:** CMWAC Community Service Delivery**Number Served:** Richmond Residents:**Grant Request Summary:**

We hope to enhance our exposure on the awareness of mental illness in the community by hosting more public events, working with other organizations in support of removing the stigma, education and working with target groups to remove isolation and bring those with mental health challenges back into the community.

Changes that will impact grant use:

We hope to host a large public walk for mental health in the Richmond area during the month of May, a mental health week. With that we will ask for support from media, businesses and community. Our target is to make this an annual event, with support from Angels There for You (seniors programs), Richmond Chinese Community, and Multicultural Helping House.

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	109,743.00	120,000.00
Total Expenses:	123,148.00	120,000.00
Annual Surplus or (Deficit):	(13,405.00)	0.00
Accumulated Surplus or (Deficit):	10,189.00	10,189.00

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

1. We ran more programs than the budget allotted for.
2. We received less donations in the year.

Current Year:

We will balance our expenses from the revenue that we receive.

Explanation for Accumulated Surplus or (Deficit):

The accumulated surplus is used to finance only non-anticipated expenses.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,548	Health, Social & Safety
2016	\$9,352	Health, Social & Safety
2015	\$9,142	Health, Social & Safety
2014	\$9,051	Health, Social & Safety

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$9,739

Recommendation:

This Multi-Year (Year 3) grant will support mental wellness education, workshops and referrals to other community services. The recommendation is for the same level as last year, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Crisis Intervention and Suicide Prevention Centre of British Columbia

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

Grant Request: \$5,000

Proposal Title: YouthInBC.com - Online Crisis Chat for Youth

Grant Purpose: Community Service / Program / Event - Ongoing

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

Number To Be Served: 5129

Richmond Residents: 718

Grant Request Summary:

We are requesting \$5,000 to support the training development of Volunteer Crisis Services Responders and the technical infrastructure required to operate the chat service.

Suicide and suicidal behavior impact peers, families and communities. It is the 2nd leading cause of death among youth aged 15 to 19 in BC, Canada, and worldwide. Support and intervention are critical in preventing a crisis from escalating into a tragedy. The on-going work of Crisis Centre's youth services is increasingly important.

YouthInBC.com is a chat service that provides distressed youth, and those concerned about them, with an opportunity to receive private online chat support, and obtain information and resources from highly trained staff and volunteers from noon – 1AM daily. Chats are often about their complex lives, discovering hope, exploring options, obtaining help and receiving local resources for support.

The Crisis Centre fills a void when all other services are closed. Being a confidential and free service, youth feel empowered to open up about their thoughts and struggles and reach out for support.

The primary reasons youth utilize our chat service are:

- 42% - Mental Health Concerns
- 18% - Thoughts of Suicide
- 15% - Relationship Issues
- 10% - Stress

Target Audience:

- Youth (12 – 24 years old) who need a safe, respectful forum to access support and information, or just someone to listen without judgment.
- YouthInBC.com's "Learn More" and "Find Resources" sections are great for youth, parents and professionals who work with youth, to find topic-specific information and referrals for a number of issues such as alcohol and drug use, eating disorders, bullying, sexual health, etc.
- Youth who are in need of tools to help manage stress, pressure and crisis.

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:	1,387,633.00	1,395,896.00
Total Expenses:	1,388,426.00	1,395,527.00
Annual Surplus or (Deficit):	(792.00)	369.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We strive each year to achieve a break-even result in our financial operations. We do not grow our programs until we know we have the financial resources to allow it to happen.

Current Year:

Health, Social & Safety 2018
Crisis Intervention and Suicide Prevention Centre of British

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

We strive each year to achieve a break-even result in our financial operations. We do not grow our programs until we know we have the financial resources to allow it to happen.

Explanation for Accumulated Surplus or (Deficit):

As we are currently significantly growing the capacity of our programs and operations, we do not have an accumulated surplus or deficit.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$3,000.00
Consultant Services	\$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	\$2,000.00

Funding will be used to cover training staff and the technology infrastructure required to operate the service (internet service, chat software, offsite hosting and backups, etc.)

TOTAL **\$5,000.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name CKNW Orphans' Fund	Amount	
	\$20,000.00	Funder 2
Name Community Gaming Grant	Amount	75000.00
Funder 3 Name The Kelty Patrick Dennehy Foundation	Amount	20000.00

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

Total Proposed Budget: **\$168,461.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$0

Recommendation:

This grant was requested to support the Volunteer Crisis Services Responders and the technical infrastructure required to operate the online chat service. The recommendation is to deny funding due to insufficient information about the benefit to Richmond residents.

**Staff Comments /
Conditions:**

None



Grant Application for 2018
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 1

Grant Request: \$51,856

Proposal Title: Richmond Counselling, Support and Therapeutic Education Program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 220

Richmond Residents: 220

Grant Request Summary:

The grant request will be used to continue the Counselling, Support and Therapeutic Education program that Family Services (FSGV) has provided in the City of Richmond for the last 35 years. This program offers individual, family and group counselling provided by masters level registered clinical counsellors and registered social workers and is fully accredited by CARF International. The FSGV Counselling, Support and Education program serves clients of all ages, family configurations and income groups, addressing a wide spectrum of concerns including parenting issues, emotional and behavioural difficulties in children and youth, family conflict, depression and anxiety, relationship difficulties, loss and grief etc. This program prioritized and works primarily with residents of Richmond. This program is preventative in nature, unique to Richmond, and works in partnership with other Richmond agencies. It is accessible to people who can't afford private counselling or other fee based services and/or who don't qualify for any other services. Services are provided in a variety of languages, including Cantonese and Mandarin to reflect the diverse and changing demographic of the Richmond population. All participants are given a thorough assessment at the time of intake and are actively involved in working with a clinician to set and achieve their counselling goals. On average, individuals or families are able to access 12 sessions of counselling, however, they are not limited to this number of sessions should they require further service because of the highly trained staff, this program is able to offer a wide variety of therapeutic modalities. This allows for service to be flexible to meet client needs. This program assists individuals to improve their coping skills, better deal with life's challenges, improve their quality of life and be active participants in their own lives and in society as a whole.

Richmond Services Received by Your Organization:

Property tax is waived for Richmond Caring Place (amount is not available to us).

FINANCIAL INFORMATION

Your Society's Budget:

Health, Social & Safety 2018
Family Services of Greater Vancouver

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	23,460,160.00	24,308,237.00
Total Expenses:	23,662,387.00	24,462,808.00
Annual Surplus or (Deficit):	(202,227.00)	(154,571.00)
Accumulated Surplus or (Deficit):	979,391.00	824,820.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The annual deficit is 202,227 and is in line with the budgeted deficit of 211,288.

Current Year:

The projected annual deficit will be offset by accumulated surplus.

Explanation for Accumulated Surplus or (Deficit):

Accumulated surplus is the net total of accumulated surplus (deficits) of over 100 programs to be offset by program deficits in the future.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$47,066	Health, Social & Safety
2016	\$47,066	Health, Social & Safety
2015	\$47,066	Health, Social & Safety
2014	\$46,600	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$42,292.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$3,500.00
Utilities and Telephone	\$400.00
Supplies	\$350.00
Equipment	\$0.00
Photocopying	\$400.00
Program Materials	\$175.00
Local Travel	\$25.00
Other	\$4,714.00

It and Admin (including payroll, HR, Accounting)

TOTAL \$51,856.00

Health, Social & Safety 2018
Family Services of Greater Vancouver

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 3

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	United Way	\$23,803
Funder 2 Name	Professional Counselling Fees	\$6,000
Funder 3 Name		

Amount Your Society will Provide: **\$8,000.00**

Total Proposed Budget: **\$89,659.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$48,007

Recommendation:

This Multi-Year (Year 1) grant will support the Counselling, Support and Therapeutic Education Program, available to all residents on a sliding fee scale. The recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

**Multi-Year Grant Application for 2018****Health, Social & Safety Program**

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

Society: Heart of Richmond AIDS Society**Grant Type:** Over \$5000 Multi Year - Year 3**Grant Request:** \$11,500**Proposal Title:** Office and Administrative Operations**Number Served:** Richmond Residents:**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:

The rent for our office is increasing rapidly and this was the reason for the increase since year 1. However, we are asking for the same amount we received last year (year 2).

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	163,046.46	175,000.00
Total Expenses:	162,638.00	175,000.00
Annual Surplus or (Deficit):	408.43	0.00
Accumulated Surplus or (Deficit):	7,474.90	0.00

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

The Surplus was small.

Current Year:

Expected to break even

Explanation for Accumulated Surplus or (Deficit):

The Accumulated Surplus is small but satisfactory

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$11,500	Health, Social & Safety
2016	\$10,750	Health, Social & Safety
2015	\$10,508	Health, Social & Safety
2014	\$10,404	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended

Amount: \$11,500

Recommendation:

This Multi-Year (Year 3) grant will support program costs for those with HIV/AIDS and their families, as well as education/prevention services. The recommendation is for the full amount requested.

Staff Comments /
Conditions:

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

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

Start Date (if applicable):**End Date (if applicable):****Number To Be Served:** 100**Richmond Residents:** 100**Grant Request Summary:**

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

Richmond Services Received by Your Organization:

Minoru Seniors Society is located in Minoru Place Activity Centre where funding for staff and building is provided by the City. Estimate at 1, 015,700 for the City portion of operations.

Health, Social & Safety 2018
Minoru Seniors Society

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	520,488.00	614,200.00
Total Expenses:	498,121.00	613,650.00
Annual Surplus or (Deficit):	(49,457.00)	550.00
Accumulated Surplus or (Deficit):	354,354.00	303,804.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The Seniors Centre will be moving to the Minoru Centre for Active Living in 2018. To prepare for the new facility the Society invested in increased staffing positions to support the successful transition.

Current Year:

Projected revenue has increased based on anticipated Food Services increases.

Explanation for Accumulated Surplus or (Deficit):

The Society has been preparing to move to a new facility. Significant funds have been earmarked and fundraising is taking place, many of these funds will be used for purchases in advance of the move in 2018.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$5,000.00	Health, Social & Safety
2016	\$3,616.00	Health, Social & Safety
2015	\$3,535.00	Health, Social & Safety
2014	\$3,500.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$1,200.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$380.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00

Health, Social & Safety 2018
Minoru Seniors Society

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Equipment	\$150.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$1,650.00
Other	\$1,620.00

A hot nutritious lunch is an important component of the program as it not only ensures the participants have a healthy meal but also provides important time to connect and socialize.

TOTAL **\$5,000.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	United Way Lower Mainland	Amount	\$25,000.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$5,000.00**

Total Proposed Budget: **\$15,000.00**

GRANT RECOMMENDATIONS

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

Recommendation:

This grant is to support an outreach program to assist at-risk frail and isolated seniors through social, recreation & leisure programs. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None



Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Multicultural Helping House Society

Grant Type: Over \$5000 Single Year

Grant Request: \$46,000

Proposal Title: Health and Wellness Program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1500

Richmond Residents: 1250

Grant Request Summary:

The grant was used to provide a well-thought out program for the 55+ers, caregivers and newcomer youth in Richmond. Workshops that empowered the clients to attain the highest level of physical, mental, social and spiritual well-being, thereby reduced social isolation and loneliness. Regular activity workshops were delivered by certified instructors hired to adapt their teachings to the needs of the clients in the prevention of disease or illness rather than a cure. Educational workshops were tools that assisted clients to make smart wellness choices for themselves and their families. These workshops were presented in collaboration with non-profit organizations; the Richmond Public Library, Diabetes Canada, Garratt Wellness Centre, COSCO, etc. As well from a pro bono lawyer. The rental of a school bus for the annual field trip and outdoor activities strengthened the bond of the seniors and caregivers and enjoyed the guidance of the tour guide as they visited unfamiliar places. The change of scenery took them away from their daily routine. The rental of a truck for the Steveston Salmon Festival gave the elder seniors who have difficulty walking the parade an opportunity to get out of isolation, enjoy social interaction and community engagement. The grant assisted the seniors and the caregivers to accept invitations and volunteer at community events to share their artistic talents through dances and music. One thing to be noted is that for most part of the year, the program was overseen by dedicated volunteers, "core group", due to insufficient funding. The annual flag-raising event expenses this year was minimal as it was celebrated in conjunction with the Richmond Canada 150 event, "FUNtastic Canada 150" which the organization hosted.

The community benefits of this grant is phenomenal and is evaluated in several approaches.

Richmond Services Received by Your Organization:

Health, Social & Safety 2018
Multicultural Helping House Society

ATTACHMENT 2
Over \$5000 Single Year
Summary Page 2

raising celebrations.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	687,428.00	619,371.00
Total Expenses:	721,111.00	615,751.00
Annual Surplus or (Deficit):	(33,683.00)	0.00
Accumulated Surplus or (Deficit):	297,036.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The resulting deficit was mainly due to the annual amortization expense and increase in salaries, professional fees and building maintenance expenses.

Current Year:

The current year surplus is minimal and negligible. It is reflective of strict adherence to budget

Explanation for Accumulated Surplus or (Deficit):

Last year's accumulated surplus reflects the organization's net worth. These are not liquid assets and includes capital assets.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$8,780	Health, Social & Safety
2016	\$8,599	Health, Social & Safety
2015	\$8,406	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$30,950.00
Consultant Services	\$3,120.00
Volunteer Support (e.g. expenses, recognition)	\$1,500.00
Office Rent or Mortgage	\$3,500.00
Utilities and Telephone	\$0.00
Supplies	\$1,500.00
Equipment	\$0.00
Photocopying	\$430.00
Program Materials	\$4,000.00

Health, Social & Safety 2018
Multicultural Helping House Society

ATTACHMENT 2
Over \$5000 Single Year
Summary Page 3

Local Travel	\$1,000.00
Other	\$0.00
TOTAL	<u>\$46,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	New Horizons (Federal)	\$4,000
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide:	<u>\$2,000.00</u>
Total Proposed Budget:	<u>\$52,000.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$8,956

Recommendation:

This grant is to support the Health & Wellness Program providing disease prevention workshops to both improve health and reduce social isolation for the 55+ Club and live-in caregivers in Richmond. The recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Pacific Post Partum Support Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$3,475
Proposal Title: Multicultural Postpartum Support Brochures
Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):**End Date (if applicable):****Number To Be Served:** 6000**Richmond Residents:** 2000**Grant Request Summary:**

Without support and treatment, postpartum depression/anxiety (PPD/A) can negatively affect the quality of life and health outcomes for parent and child, including serious consequences such as marital breakdown, child neglect and abuse, and suicide. The importance of addressing stigma and barriers for support for immigrant mothers is vital, as we know the PPD/A risk is close to 50% higher for new immigrants.

This grant provides for the printing of 10,000 brochures regarding PPD/A in six languages (Punjabi, Simplified Chinese, Traditional Chinese, Hindi, Spanish, and Farsi). These brochures are a way that many clients and their referrers and care providers find out about our services. We print and distribute these multicultural brochures at the request of hospitals, physicians, midwives, counsellors, psychiatrists, family centres, etc.

We continue to increase the use of our multicultural counselling resources for families. Our brochures provide culturally relevant information in Chinese (traditional as well as simplified), Farsi, Punjabi, Hindi and Spanish. We have trained telephone support volunteers who speak other languages to support mothers in their first language if requested: Cantonese, Mandarin, Japanese, Russian, and Spanish (regular staff also offer Punjabi and Farsi).

We believe reducing barriers and providing support in other languages allows women to recover and be healthier in all aspects of their lives. The huge adjustment that occurs in becoming a mother is exaggerated by the isolation that concurs as a new immigrant, which therefore increases isolation and distress. Allowing new mothers to receive support and understanding in their first language and respecting their cultural values and beliefs diminishes barriers and enhances feelings of inclusivity. Our community benefits as a whole when cultures and traditions are valued.

Richmond Services Received by Your Organization:

Health, Social & Safety 2018
Pacific Post Partum Support Society

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

We receive free use of two rooms at Richmond Garratt Wellness Centre for our support group and for the childcare for the group, weekly (ongoing).

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	319,672.00	343,726.00
Total Expenses:	308,117.00	343,726.00
Annual Surplus or (Deficit):	11,555.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

n/a

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

We strive to maintain an appropriate reserve of excess funds are available to ensure the continuation of current programs and activities as well as to plan for the future.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2016	\$1,550.00	Health, Social & Safety
2015	\$1,515.00	Health, Social & Safety
2014	\$1,500.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$40.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$3,477.60
Equipment	\$0.00
Photocopying	\$0.00

Health, Social & Safety 2018
Pacific Post Partum Support Society

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Program Materials	\$0.00
Local Travel	\$0.00
Other	\$114.77

Expense of postage/shipping (labour and packaging
not included)

TOTAL **\$3,632.37**

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: **\$171.91**

Total Proposed Budget: **\$3,646.91**

GRANT RECOMMENDATIONS

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

Recommendation:

This grant will contribute to the production of a brochure regarding post-partum depression and anxiety in a number of languages, designed to break down stigmas and barriers regarding PPD/A by increasing connections and supporting health and wellness.

**Staff Comments /
Conditions:**

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Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

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

Grant Type: Over \$5000 Single Year

Grant Request: \$15,000

Proposal Title: Help those in Richmond

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 1500

Richmond Residents: 1500

Grant Request Summary:

Homeless people and those living close or below the poverty line who need a helping hand

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:	142,185.00	143,470.00
Total Expenses:	251,012.00	182,088.00
Annual Surplus or (Deficit):	(38,619.00)	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

No money has come in and we have had to cancel or suspend current programs accordingly.

Current Year:

n/a

Explanation for Accumulated Surplus or (Deficit):

No money has come in and we have had to cancel or suspend current programs accordingly.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Health, Social & Safety 2018
Parish of St. Alban's (Richmond)

ATTACHMENT 2
Over \$5000 Single Year
Summary Page 2

Year	Amount	Grant Program
2017	\$15,315	Health, Social & Safety
2016	\$15,000	Health, Social & Safety
2015	\$12,500	Health, Social & Safety
2014	\$10,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$50.00
Office Rent or Mortgage	\$7,800.00
Utilities and Telephone	\$0.00
Supplies	\$1,500.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$2,500.00

The Richmond Food Bank plays a significant role in providing food for our services and a large part of our menus are based on what they have as far as inventory goes. There are often items they don't have for us, so we dip into our budget to help cover costs of the basics like cheese and dairy.

TOTAL \$11,850.00

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: **\$15,000.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$15,000

Recommendation:

This grant is to support homeless people and those living close or below the poverty line who are in need of the community meal, shower program and information and referral services. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None



Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Pathways Clubhouse
Grant Type: Over \$5000 Multi Year - Year 1

Grant Request: \$45,000

Proposal Title: Pathways Clubhouse

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 400

Richmond Residents: 385

Grant Request Summary:

The grant will be used to subsidize our Meal Program, mortgage, and operating costs. Pathways Clubhouse, selected by Charity Intelligence Canada as a Top 10 Charity, is a community based rehabilitation program for adults living with a mental illness. With the majority of our members living on disability benefits, having an affordable and nutritional meal is essential for their physical and mental wellness. The majority of the grant would be used for subsidizing the Meal Program, with the remainder assisting with the mortgage, hydro and telephone costs.

Richmond Services Received by Your Organization:

Property Tax Relief - \$8,735

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,777,400.00	2,883,874.00
Total Expenses:	2,837,653.00	2,896,030.00
Annual Surplus or (Deficit):	(60,253.00)	(12,156.00)
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The deficit is due to BC Housing Rent adjustment and amortization. BC Housing adjusts their contribution every year.

Current Year:

It is our amortization.

Explanation for Accumulated Surplus or (Deficit):

Health, Social & Safety 2018
Pathways Clubhouse

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

n/a

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$34,340	Health, Social & Safety
2016	\$34,340	Health, Social & Safety
2015	\$34,340	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	\$10,000.00
Utilities and Telephone	\$5,000.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$30,000.00

Meal Program Subsidy

TOTAL **\$45,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Richmond Health Services	\$156,000
Funder 2 Name	Donations	\$2,200
Funder 3 Name		

Amount Your Society will Provide: **\$45,000.00**

Total Proposed Budget: **\$268,000.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$35,027

Recommendation:

This Multi-Year (Year 1) grant will assist with the Meal Program and operating expenses, supporting those with serious and persistent mental illness. The same level is recommended, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: PLEA Community Services Society of British Columbia**Grant Type: \$5,000 or Less Single Year****Grant Request: \$3,600****Proposal Title: KidStart Mentoring Program - 6-12s****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 200****Richmond Residents: 20****Grant Request Summary:**

KidStart is a life-changing mentorship program that provides vulnerable children aged 6 -12 years with a nurturing relationship, a chance to have fun and a sense of belonging.

The children we serve are difficult to engage due to complex life circumstances, such as family crisis, trauma, social isolation, mental illness, etc. This means that they are often not eligible for other mentoring programs and, unlike PLEA's other youth programs, their placements are not funded by the Ministry of Children & Family Development. We are looking to address this gap in services for these vulnerable children.

In providing this service, our goals are to:

- Provide a stable support system early in a child's life;
- Help children build resilience to their personal risk factors;
- Give disadvantaged children enriching experiences;
- Prevent vulnerable children from needing social services in the future.

Over the long-term, our goal is to contribute to safer and more sustainable cities as children are better equipped to handle their life challenges and make positive

contributions to their communities.

Our Coordinators recruit, screen, train and provide ongoing support to adult volunteers who mentor these children. They spend an average of 3 hrs/week for a minimum of one year participating in community activities that have the potential to create new interests, discover inherent talents and abilities, and reinforce strengths. We also provide training so mentors can identify trauma and mental illness, handle disclosures of abuse, or de-escalate tense situations.

With a grant of \$3600, we will be able to fund monthly activities (at \$30/month) for 10 children in Richmond this year.

Please note that in Step 4 we have listed only 2 community partners. We in fact rely on the support of many more partners for referrals, including Richmond Child and Family Services, Touchstone Family Association, and a number of schools.

Richmond Services Received by Your Organization:

We do not currently receive any Richmond services. We serve all of our participants out of our KidStart office located in Vancouver, including residents from Richmond, Vancouver, the North Shore, Burnaby, New Westminister, and Surrey.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	26,876,341.00	26,422,560.00
Total Expenses:	24,830,689.00	26,234,421.00
Annual Surplus or (Deficit):	2,045,652.00	188,139.00
Accumulated Surplus or (Deficit):	5,220,467.00	5,408,606.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Last year, PLEA Community Services Society of BC operated at an 8% surplus (2,045,652). 841,452 relates to a capital gain through the sale of one of our buildings. The remaining surplus (1,204,200) is as a result of efficiencies realized through our administration budget. This surplus is planned in order to cushion against the small but inevitable fluctuations we experience in contract utilization.

Health, Social & Safety 2018
PLEA Community Services Society of British Columbia

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Current Year:

We have projected a revenue surplus of 188,139 over expenses for the current fiscal year.

Explanation for Accumulated Surplus or (Deficit):

Our accumulated retained earnings was 5,220,467 for the period of June 28, 1979 (PLEA's incorporation) to March 31, 2017. We project that our accumulated retained earnings at the end of the current fiscal year will be 5,408,606.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
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PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$288,948.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$68,596.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$909.00
Supplies	\$3,035.00
Equipment	\$11,935.00
Photocopying	\$2,697.00
Program Materials	\$1,459.00
Local Travel	\$17,848.00
Other	\$100,089.00

Promotion and community outreach (\$16,834)

Summer camps (\$40,000)

Direct administration (\$43,255)

TOTAL \$495,516.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	BC Gaming	Amount	\$88,000.00
Funder 2 Name	RBC Foundation	Amount	40000.00
Funder 3 Name	City of Vancouver	Amount	31868.00

Amount Your Society will Provide: \$43,255.00

Total Proposed Budget: \$495,516.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$0

Recommendation:

This grant was requested to support the KidStart mentoring program for children 6-12 years. The recommendation is to deny funding as the organization has a growing surplus and does not demonstrate financial need.

**Staff Comments /
Conditions:**

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Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Addiction Services Society

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

Grant Request: \$226,201

Proposal Title: Centre of Excellence in the Prevention of Substance Use, Misuse, Problem Gambling and other Addictive Behaviours

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 5300

Richmond Residents: 5300

Grant Request Summary:

RASS has received funding to support the City of Richmond to prevent the impacts and consequences of substance use, misuse and addiction as well as problem gambling and other addictive behaviours. In addition, we aim to delay the onset of first use by increasing the developmental assets of our community members by supporting the development of positive coping skills, decision making skills through the workshops, training sessions and awareness events in Richmond. Our collaborative programming and overall community level prevention strategies go beyond teaching coping and decision making skills as we create partnerships with other agencies to help build the social connectedness in our city. Funding from the city supports RASS to operate a professional, highly regarded and accredited set programs and services. The target groups are children, youth, parents and seniors with culturally appropriate interventions and programs to engage, and educate our community. The benefits of our programming are seen in falling substance use rates across the community, increased community engagement and service contacts with our agency. In addition the partnerships, collaborative projects and programs illustrate the many benefits our community receives from the work being done at RASS. Examples of our collaborative and creative prevention programs are seen at the Richmond Youth Media Program at the City of Richmond Media Lab, Supporting Families Affected by Parental Mental Health and Substance Use and our annual National (Aboriginal) Addiction Awareness Week event.

Richmond Services Received by Your Organization:

Throughout different times of the year, the City of Richmond offers RASS programs and events the use of City facilities when available. RASS and the City also partner in implementing the Richmond Youth Media Program at the Richmond Media Lab and collaborate in the Surf Sisters and Band of Brothers youth camping and recreational programs offered to vulnerable youth in Richmond. The dollar value of the donated space

Health, Social & Safety 2018
Richmond Addiction Services Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

has not been computed but the value to the City of the SMART funding is over \$25,000.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,112,589.00	1,359,391.00
Total Expenses:	1,112,589.00	1,359,391.00
Annual Surplus or (Deficit):	0.0 0	0.00
Accumulated Surplus or (Deficit):	57,642.00	57,642.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Budget was balanced.

Current Year:

Budget was balanced.

Explanation for Accumulated Surplus or (Deficit):

Small surplus from previous years.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$213,458	Health, Social & Safety
2016	\$209,068	Health, Social & Safety
2015	\$204,368	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$197,450.00
Consultant Services	\$4,411.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$14,295.00
Utilities and Telephone	\$3,634.00
Supplies	\$1,960.00
Equipment	\$511.00
Photocopying	\$238.00
Program Materials	\$2,262.00
Local Travel	\$1,440.00
Other	\$0.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver Coastal Health	\$183,820
Funder 2 Name	Community Action Initiative	\$15,000
Funder 3 Name	United Way of the Lower Mainland	\$60,000

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

Total Proposed Budget: **\$226,201.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** **\$217,727**

Recommendation:

This Multi-Year (Year 1) grant will be used to support RASS' Centre of Excellence in the prevention of substance use, misuse, problem gambling and other addictive behaviours. The same level is recommended, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Richmond Amateur Radio Club
Grant Type: \$5,000 or Less Single Year
Grant Request: \$2,200
Proposal Title: Emergency Communications and Community Event Support
Grant Purpose: Community Service / Program / Event - Ongoing
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: Population of Richmond
Richmond Residents: All

Grant Request Summary:

For the Richmond Amateur Radio Club (RARC) to effectively carry out its Emergency Communications and Community Support programs, additional funding is required for communications collateral (GOG radio station renovations), volunteer support, and training and education expenses. This will allow RARC the necessary resources to maintain its role in supporting emergency radio communications at local community events in Richmond (i.e. Steveston Salmon Festival Canada Day Parade, Terry Fox Run, SOS Children's Villages Run) and educating the general public about Amateur radio in emergency communications at local community events (e.g. presentations at CCM Safety & Secure Living Fair, BC Science Teachers' Association Conference, City of Richmond Works Yard Open House). By supporting local community activities, and contributing to the overall public safety at those events, the RARC will be more experienced and better prepared to carry out its role in emergency radio communications support for the City of Richmond by supporting Richmond Emergency Programs' Emergency Social Services (ESS), and playing a role with Emergency Management BC (EMBC).

Richmond Services Received by Your Organization:

Use of City Works Yard for parking emergency communications trailer and locating the club's UHF/VHF repeater on the yard's radio tower. These are in-kind exchange of services for the club's volunteer services to the City of Richmond and Steveston Community Society without any economic value.

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	6,267.13	3,791.00
Total Expenses:	5,899.05	3,791.00
Annual Surplus or (Deficit):	368.08	0.00

Health, Social & Safety 2018
Richmond Amateur Radio Club

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

Accumulated Surplus or (Deficit): 2,196.27 2,196.27

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Grant amount approved in Feb. 2017 was not totally spent by fiscal year end on Apr. 30, 2017 and new members joining in spring 2017 chose to pay 1.5 time dues to sync their membership expiry to the regular annual date of Sept. 30. The extra dues received for the 2017-2018 membership is applied to the 2017-2018 budget.

Current Year:

Current year balanced budget does not account for expenses under pending grant approval.

Explanation for Accumulated Surplus or (Deficit):

Additional program spending (to reduce accumulated surplus) in the last completed year was replenished by net revenues of 930.05 from Apr. 2017 swap meet event. Accumulated surplus will be used to replace obsolete emergency radio equipment in the program.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$1,614.00	Health, Social & Safety
2016	\$1,581.00	Health, Social & Safety
2015	\$1,545.00	Health, Social & Safety
2014	\$1,530.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$400.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$400.00
Equipment	\$700.00
Photocopying	\$200.00
Program Materials	\$200.00
Local Travel	\$0.00
Other	\$300.00

Health, Social & Safety 2018
Richmond Amateur Radio Club

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

tower maintenance)

TOTAL **\$2,200.00**

Financial Assistance from Other Sources (if applicable)

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

Amount Your Society will Provide: **\$1,500.00**

Total Proposed Budget: **\$3,700.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$1,646

Recommendation:

This grant will assist with radio station renovations, volunteer support, training and education expenses for amateur radio operations for local community events. The same level is recommended, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Richmond Bethel Mennonite Brethren Church**Grant Type: \$5,000 or Less Single Year****Grant Request: \$5,000****Proposal Title: Food For Life community meal****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 230****Richmond Residents: 220****Grant Request Summary:**

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

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

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

Richmond Services Received by Your Organization:

Richmond Bethel Church does not receive services from the city of Richmond but does receive property tax relief.

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	335,658.66	0.00
Total Expenses:	293,083.48	0.00
Annual Surplus or (Deficit):	42,575.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

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

Health, Social & Safety 2018
Richmond Bethel Mennonite Brethren Church

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

we merged Richmond Bethel church with The Way and have now formed Church on Five.

Current Year:

no information available at this time

Explanation for Accumulated Surplus or (Deficit):

not info available at this time

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$2,690.00	Health, Social & Safety
2016	\$2,635.00	Health, Social & Safety
2015	\$2,576.00	Health, Social & Safety

PROPOSED CITY GRANT USE

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

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Royal Bank of Cda	Amount	\$5,000.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

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

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

GRANT RECOMMENDATIONS

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

Recommendation:

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

**Staff Comments /
Conditions:**

None



**Grant Application for 2018
Health, Social & Safety Program**
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Family Place Society
Grant Type: Over \$5000 Multi Year - Year 1

Grant Request: \$30,000

Proposal Title: Strong and Healthy Families

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 7000

Richmond Residents: 6900

Grant Request Summary:

Richmond Family Place Society (RFP) is seeking funding to support its operating costs. RFP provides a wide array of preventative family support services and s programs to families with children birth to 12 years of age living in Richmond. These programs are delivered by qualified Early Childhood Educators and Pre-Teen Workers at 12 different sites throughout Richmond. The essence of Richmond Family Place is to promote community initiatives, enhance the parenting skills of caregivers, provide children opportunities to learn the skills they need to be successful in school and beyond, and to support the family as a whole. Families are also given information about other community resources. By participating in Family Place programming, parents feel less isolated, develop important social networks, establish a sense of belonging to their community and acquire a greater level of self confidence and self-esteem. This enables them to play a more active role in the community; they are more willing to be involved, to participate in problem solving efforts, to participate in community building initiatives, to care for and look after one another and to have a greater level of commitment to improving the community they live in. In addition to this, space at Debeck is made readily available and accessible to other community serving agencies for the purpose of providing programs that benefit the health and well-being of families, and therefore communities. Strong and healthy families build strong and healthy communities.

Richmond Services Received by Your Organization:

Subsidized rent at Debeck House @ \$6,000 p month

Free rental space at Hamilton Community Centre \$17,500

Free rental space at Cambie Library, \$18,750

Free rental space at Brighthouse Library, \$12,500

Health, Social & Safety 2018
Richmond Family Place Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

Free rental space at Steveston Community Centre \$3,500

Free rental space at The Richmond Food Bank

Free rental space at City Centre Community Centre

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	849,425.00	723,493.00
Total Expenses:	824,808.00	714,761.00
Annual Surplus or (Deficit):	24,617.00	8,732.00
Accumulated Surplus or (Deficit):	148,095.00	156,827.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

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

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$25,825	Health, Social & Safety
2016	\$25,294	Health, Social & Safety
2015	\$24,725	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$24,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$2,100.00
Supplies	\$500.00
Equipment	\$1,900.00
Photocopying	\$0.00
Program Materials	\$700.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$30,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Ministry for Children and Family Development	\$160,935
Funder 2 Name	United Way of the Lower Mainland	\$168,352
Funder 3 Name	BC Gaming	\$59,000

Amount Your Society will Provide:	<u>\$76,230.00</u>
Total Proposed Budget:	<u>\$688,117.00</u>

GRANT RECOMMENDATIONS

Recommended
Amount: \$27,000

Recommendation:

This Multi-Year (Year 1) grant is for family support programs and other preventative services for families with children up to 12 years. The recommendation is for an increased level.

Staff Comments /
Conditions:

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Richmond Food Bank Society

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

Grant Request: \$5,000

Proposal Title: Communities Mobilizing for Justice - Addressing Poverty through Dialogue to

Grant Purpose: Operating Assistance

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

Number To Be Served: 250+

Richmond Residents: 250+

Grant Request Summary:

City of Richmond funds will be used exclusively for staff wages (1 part time project coordinator and 1 part time communications coordinator). The overall objective of

the project is to test the theory that establishing and supporting a self-advocacy network made up of individuals with lived experiences will meaningfully address poverty in Richmond.

Short term: Capacity Building - Network members will take advantage of training and education in literacy, leadership, advocacy, public speaking, handling the media, and knowledge of various acts, regulations and bylaws that affect them.

Medium term: Empowerment - Expected outcomes are that network members will increase their self-confidence and ability to speak out in public on issues that affect their everyday participation in civil society and will share their discoveries and findings with each other and wider audiences. Network members will inspire the need for a made-in-Richmond poverty reduction strategy.

Long term: Change at Many Levels- Specific objectives are that network members will join Richmond PRC task forces (Housing, Transportation, Food, etc) and lend their experience to the conversation that will inform future PRC advocacy activities. Network members will get 'plugged-in' to programs in the community that serve everybody, instead of being pushed only into services 'for the poor.' General public will learn about visible and invisible barriers in the community that prevent residents experiencing poverty from meaningful participation. The Network will become a driving force for systemic change in the community around issues that disproportionately affect people in poverty.

Health, Social & Safety 2018
Richmond Food Bank Society

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

Richmond Services Received by Your Organization:

Family Services of Greater Vancouver book space in the Caring Place for our monthly meetings, at no cost.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	7,480.00	27,317.00
Total Expenses:	20,176.00	16,377.00
Annual Surplus or (Deficit):	(12,696.00)	10,940.00
Accumulated Surplus or (Deficit):	4,400.00	15,340.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The deficit reflects expenses associated with starting up the Barriers project in September 2016, in advance of receiving all the funding streams.

Current Year:

The surplus is as of December 31, 2016. The funds were used for completing the Barriers project (Sept 2016-Sept 2017) and maintaining PRC steering committee operations until 2017 funding was received.

Explanation for Accumulated Surplus or (Deficit):

as above

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety
2015	\$5,000.00	Health, Social & Safety
2014	\$5,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$5,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00

Health, Social & Safety 2018
Richmond Food Bank Society

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL \$5,000.00

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Vancouver Foundation	Amount	\$30,000.00
Funder 2 Name	Richmond Community Foundation	Amount	2000.00
Funder 3 Name	Literacy Richmond	Amount	5000.00

Amount Your Society will Provide: \$8,000.00

Total Proposed Budget: \$68,000.00

GRANT RECOMMENDATIONS

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

Recommendation:

This grant will support the Poverty Response Committee's Self-Advocacy Network project to build capacity in the community and address poverty in Richmond. The recommendation is for the full amount requested.

**Staff Comments /
Conditions:**

None



Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Mental Health Consumer and Friends

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

Grant Request: \$10,000

Proposal Title: Funding for an RCFC Mental Health Peer Social Group Program

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 20

Richmond Residents: 20

Grant Request Summary:

This initiative will aim at empowering and re-integrating mental health consumers into the community through social and volunteer activities. This opportunity will be open to all Chinese-speaking and non-Chinese speaking MH consumers in the Richmond Community at large. The target is mental health consumers in various stages of recovery. MH consumers often feel isolated, not accepted and withdrawn from the community they have been born into. With this grant we will be offering social and volunteer activities, encouraging consumers to participate and help in the planning of community outings such as going out for lunch, cooking, karaoke, singing, board games, watching funny videos, and going to the gym at the nearby community centre. It will aim at the promotion of healthy lifestyles by learning to support, share and help each other. They will actively contribute to the City of Richmond community by participating in the Garden Plot and will share the proceeds among themselves and donate most of the produce to the Richmond Food Bank. This group of consumers will help the RCFC to do its monthly mail outs and other administrative tasks. This group will run-in-house on Wednesdays 1-3 pm every week, where they will plan their weekly activities. Continuing this RCFC Mental Health Peer Social Group Program would mean that this community of consumers would thrive in the City of Richmond because they have been given hope and friendships. The group will be run by a trained Mental Health Peer Support Worker, who will work 8 hours a week for \$16.00 per hour as well as a paid volunteer to help. The rest of the grant will go directly to client's services and expenses, with \$175.00 for accounting program contribution \$244.32 in Revenue Canada Benefits.

Richmond Services Received by Your Organization:

\$3,841.00 from City of Richmond Grant for 2017.

FINANCIAL INFORMATION

Your Society's Budget:

Last Complete Year

Proposed Year

Health, Social & Safety 2018**Richmond Mental Health Consumer and Friends Society****Over \$5000**

ATTACHMENT 2

Multi Year - Year 1**Summary Page 2**

Total Revenue:	274,080.00	287,703.44
Total Expenses:	276,465.91	275,511.58
Annual Surplus or (Deficit):	(2,385.91)	12,191.86
Accumulated Surplus or (Deficit):	0.00	0.00

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

The surplus is due to the retirement of the RCFC Executive Director in September 2016

Current Year:

The surplus is due to the retirement of the RCFC Executive Director in September 2016

Explanation for Accumulated Surplus or (Deficit):

The surplus is due to the retirement of the RCFC Executive Director in September 2016.
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MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$3,841	Health, Social & Safety
2016	\$3,762	Health, Social & Safety
2015	\$3,677	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$8,845.00
Consultant Services	\$186.00
Volunteer Support (e.g. expenses, recognition)	\$1,300.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$390.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$520.00
Local Travel	\$0.00
Other	\$2,600.00

Outings, activities, client expenses, and food.

TOTAL **\$13,841.00****Financial Assistance from Other Sources (if applicable):**

Funder 1 Name .

Health, Social & Safety 2018**Richmond Mental Health Consumer and Friends Society****Over \$5000**

ATTACHMENT 2

Multi Year - Year 1**Summary Page 3**

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:**\$0.00****Total Proposed Budget:****\$10,000.00****GRANT RECOMMENDATIONS****Recommended****Amount:**

\$5,000

Recommendation:

This Multi-Year (Year 1) operating grant will support the Mental Health Peer Social Group Program which offers social and volunteer activities for those with mental illness, as well as experience with program administrative tasks. The recommendation is for an increased level.

Staff Comments /**Conditions:**

None



Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Multicultural Community Services

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

Grant Request: \$15,000

Proposal Title: Multicultural Richmond

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 5000

Richmond Residents: 4000

Grant Request Summary:

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

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

Richmond Services Received by Your Organization:

facility space weekly at Cambie Community Centre

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	839,815.00	718,603.00
Total Expenses:	1,017,882.00	718,603.00
Annual Surplus or (Deficit):	(178,067.00)	0.00
Accumulated Surplus or (Deficit):	167,391.00	167,391.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Health, Social & Safety 2018
Richmond Multicultural Community Services

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

to being reimbursed after expending the funds. As well, we have had a funding reduction. This has left us with a deficit this year

Current Year:

we anticipate a year without significant overages or underages

Explanation for Accumulated Surplus or (Deficit):

n/a

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$10,976	Health, Social & Safety
2016	\$10,750	Health, Social & Safety
2015	\$10,508	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$25,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$2,000.00
Office Rent or Mortgage	\$3,000.00
Utilities and Telephone	\$0.00
Supplies	\$1,000.00
Equipment	\$2,000.00
Photocopying	\$0.00
Program Materials	\$2,000.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$35,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	United Way of the Lower Mainland	\$15,000
Funder 2 Name	n/a	\$1
Funder 3 Name	n/a	\$1

Amount Your Society will Provide:

\$5,000.00

Total Proposed Budget:

\$35,000.00

GRANT RECOMMENDATIONS

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

Recommendation:

This Multi-Year (Year 1) grant will support the operating expenses of immigrant, refugee and welcoming community programs. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None

**Multi-Year Grant Application for 2018****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 3**Grant Request:** \$15,000**Proposal Title:** Family Resource Program**Number Served:** Richmond Residents:**Grant Request Summary:**

Richmond Society for Community Living (RSCL) is the largest provider of services for people with developmental disabilities in the City of Richmond. Through the continuum of programs and support services that respond to the changing needs of the individual over their life-span, RSCL assists more than 1100 people with developmental disabilities to participate and contribute fully as valued members in the community. RSCL also offers supports for their families. Further, RSCL offers programs and awareness initiatives in the community which help to create a more inclusive community and improve everyday life for everybody in Richmond.

The Family Resource Program provides information, resources and support to individuals and families who currently receive services. It also responds to requests from the community including inquiries for service from residents who are new to the community and requests for presentations in the school system and community in order to improve awareness about the value of community inclusion.

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

RSCL continues to see an increased demand for service, with little to no funding increases from government to respond to the demand. Waitlists are preventing children and adults from living their lives. The Family Resource Program supports individuals and families who have limited or no access to programs to advocate for increases to service to ensure that all residents of Richmond can live and participate in their community.

Changes that will impact grant use:

Health, Social & Safety 2018
Richmond Society for Community Living

Over \$5000

ATTACHMENT 2
Multi Year - Year 3
Summary Page 2

There have been no changes to the program that will impact grant use

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	13,631,725.00	13,876,891.00
Total Expenses:	13,631,814.00	13,861,965.00
Annual Surplus or (Deficit):	(89.00)	14,925.00
Accumulated Surplus or (Deficit):	(274,998.00)	(260,074.00)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

This is a negligible deficit resulting from managing multiple programs' expenses

Current Year:

Modest surplus planned to pay down accumulated deficit

Explanation for Accumulated Surplus or (Deficit):

The accumulated deficit is the result of amortized capital expenses

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$3,700	Child Care Capital
2017	\$15,000	Health, Social & Safety
2017	\$2,000	Child Care Professional & Program Development
2016	\$7,238.0500	Child Care Capital
2016	\$15,000	Health, Social & Safety
2015	\$14,280	Health, Social & Safety

GRANT RECOMMENDATIONS

Recommended Amount: \$15,000

Recommendation:

This Multi-Year (Year 3) grant will provide partial funding for the Family Resource Program, supporting the families of those with developmental disabilities. The recommendation is for the full amount requested.

Staff Comments / Conditions:

None

**Multi-Year Grant Application for 2018****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 3**Grant Request:** \$46,000**Proposal Title:** City Grant for Richmond Women's Resource Centre**Number Served:** Richmond Residents:**Grant Request Summary:**

Richmond Women's Resource Centre is the only women's centre in Richmond. Our mission statement is: "To provide a supportive environment in which all women are supported and encouraged to achieve their fullest potential." We provide programs, services and support to empower women. Our primary role is to enable women to obtain assistance they need, which increases their well-being and the well-being of their families. Many women we help come back to volunteer and help other women, thus giving back to the community. RWRC also works with other organizations to address issues affecting women such as violence, poverty, child care, affordable housing and access to legal services.

Changes that will impact grant use:

The general grant use will remain the same.

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	135,705.00	192,600.00
Total Expenses:	127,323.00	192,600.00
Annual Surplus or (Deficit):	8,382.00	0.00
Accumulated Surplus or (Deficit):	48,049.00	0.00

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

The small surplus is a result of our successful International Women's Day fundraiser and our summer closure to reduce costs.

Current Year:

We budgeted a balanced budget for the current year.

Explanation for Accumulated Surplus or (Deficit):

An accumulated surplus is the result of the following endeavor in recent years. The Board worked diligently to organize a series of fundraising events including our annual

International Women's Day Breakfast fundraiser which was well-attended. There was an increase in donation as a result of our outreach for help to deal with our financial situation. To be financially responsible, the Board made the difficult decision to close the Centre during the summer months. An accumulated surplus is desirable for stability due to uncertainty in funding and revenue.

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$20,420	Health, Social & Safety
2016	\$20,000	Health, Social & Safety
2015	\$15,762	Health, Social & Safety
2014	\$15,606	Health, Social & Safety

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$24,000

Recommendation:

This Multi-Year (Year 3) grant will support women's programs and services, including skills training, English conversation and peer support groups designed to empower women and help them obtain needed assistance. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None



Grant Application for 2018
Health, Social & Safety Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Youth Service Agency

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

Grant Request: \$19,000

Proposal Title: Connections Youth Resource Centre

Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 2200

Richmond Residents: 1800

Grant Request Summary:

The grant will be used to support a portion of the Connections Youth Resource Centre (CYRC) Youth Activities Worker position that will operate the centre, organize activities, and work towards the recreational, inter-generational, learning, leadership and volunteer goals and activities of the centre. The benefits of this grant will include increased positive out of school activities, opportunities for social learning for children and youth, increased recreational opportunities, promotion of health and wellness for kids involved, opportunities for skill development for youth, support for career and life exploration, increased community connection, increased awareness for youth about social issues and supporting success for children and youth at school. In addition the grant will support volunteer driven activities by youth that impact their community at large. This will include the development of volunteer tutors, community improvement activities, a community based online magazine for youth, home work clubs and various community events which will engage and inform community members about the services, supports, opportunities for youth and families in Richmond. We will also be supporting youth in care with career and life skills supports.

Richmond Services Received by Your Organization:

None

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,127,467.00	1,198,000.00
Total Expenses:	1,247,162.00	1,198,000.00
Annual Surplus or (Deficit):	120,305.00	0.00
	0	
Accumulated Surplus or (Deficit):	0.00	0.00

Health, Social & Safety 2018
Richmond Youth Service Agency

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Unexpected repair costs on unit owned by the agency of 110,000.

Current Year:

NA

Explanation for Accumulated Surplus or (Deficit):

NA

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$13,186	Health, Social & Safety
2016	\$12,915	Health, Social & Safety
2016	\$5,000	Professional and Program Development
2015	\$12,625	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$19,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL **\$19,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	RBC	\$110,000
Funder 2 Name	BC Gaming	\$30,000
Funder 3 Name	Vancity	\$10,000

Amount Your Society will Provide: **\$20,000.00**

Total Proposed Budget: **\$189,000.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$14,000

Recommendation:

This Multi-Year 1 grant will support the Connections Youth Resource Centre's Youth Worker position to facilitate programs including tutors, homework clubs, community improvement and pre-employment. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: Touchstone Family Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Street Smarts Program
Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable):**End Date (if applicable):****Number To Be Served:** 30-40**Richmond Residents:** All**Grant Request Summary:**

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

Richmond Services Received by Your Organization:

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

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	3,486,412.00	3,591,367.17
Total Expenses:	3,459,943.00	3,608,999.93
Annual Surplus or (Deficit):	29,635.00	(17,634.76)
Accumulated Surplus or (Deficit):	388,212.00	370,577.24

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

MCFD provided one time only funding to manage a historical deficit

Current Year:

We are in a small deficit that we expect to be rectified by fiscal year end.

Explanation for Accumulated Surplus or (Deficit):

Health, Social & Safety 2018
Touchstone Family Association

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

Real estate disposal.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$5,000.00	Health, Social & Safety
2016	\$5,000.00	Health, Social & Safety
2015	\$4,000.00	Health, Social & Safety
2014	\$4,000.00	Health, Social & Safety

PROPOSED CITY GRANT USE

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

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Betty Averbach Foundation	Amount	\$14,000.00
Funder 2 Name	Coast Capitol	Amount	25000.00
Funder 3 Name	Ministry of Justice	Amount	60000.00

Amount Your Society will Provide:	<u>\$5,000.00</u>
Total Proposed Budget:	<u>\$109,000.00</u>

GRANT RECOMMENDATIONS

Recommended

Health, Social & Safety 2018
Touchstone Family Association

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Amount: \$5,000

Recommendation:

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

**Staff Comments /
Conditions:**

None



Grant Application for 2018
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: \$15,000

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

Grant Purpose: Operating Assistance

Start Date (if applicable):

End Date (if applicable):

Number To Be Served: 100

Richmond Residents: 100

Grant Request Summary:

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

A Drop-in Centre is critical to addressing the essential needs of everyone: food, shelter and community. In Richmond, these needs often go unmet for a significant percentage of our citizens. This is based on information and statistics from several sources including the 2016 Metro Vancouver Homeless Count, reports from the Richmond Food Bank and the Community Meal Program. Over 150 children, women and men continue to attend the community meal programs at St. Albans alone and according to the Food Bank, over 500 family's line up for groceries each week. It is critical that we have a site in Richmond where people who are struggling in our community can find the help and support they need. The primary goal of the Drop-in Centre is to provide a safe and supportive meeting place for our city's most vulnerable citizens; the poor, the unemployed, the marginalized and the isolated individuals in our city, including our

Richmond Services Received by Your Organization:

Turning Point leases a residence at 10191 No. 2 Road at a reduced rate from the Richmond for the operation of our women's residential addiction recovery program. We are currently the lead proponent on a 14-story affordable and supportive housing development on City owned land at Granville and Anderson Road in the city center. Additionally, Turning Point in partnership with Western Recovery Foundation has received a property tax exemption for the site of our men's residential addiction recovery program on Odlin Road. Turning Point also regularly uses space at City hall to hold our monthly community outreach programs meeting.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	2,300,072.00	2,407,821.00
Total Expenses:	2,259,445.00	2,407,821.00
Annual Surplus or (Deficit):	40,627.00	0.00
Accumulated Surplus or (Deficit):	0.00	0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surplus resulted when auditors capitalized some of the site repairs and fixed asset purchases that had occurred during the FY.

Current Year:

Fiscal deficit projected for FY end March 31 (although not budgeted) resulting from mandate by the Director of Licensing in BC to add overnight awake staff to our 5 residential sites where previously we had allowed our Live-in staff to sleep. There has been no funding increase from the Health Authority to cover this new expense.

Explanation for Accumulated Surplus or (Deficit):

Turning Point does not carry accumulated surplus or deficits

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$6,000	Health, Social & Safety
2015	\$5,924	Health, Social & Safety
2014	\$5,865	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$9,500.00
Consultant Services	\$0.00

Health, Social & Safety 2018
Turning Point Recovery Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 3

Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$3,500.00
Utilities and Telephone	\$250.00
Supplies	\$500.00
Equipment	\$350.00
Photocopying	\$150.00
Program Materials	\$250.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$15,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Ministry of Health	\$150,000
Funder 2 Name	Employment and Social Development Micro Grant	\$25,000
Funder 3 Name	Vancouver Coastal Health	\$10,000

Amount Your Society will Provide: **\$160,000.00**

Total Proposed Budget: **\$200,000.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$7,000

Recommendation:

This grant is to support Drop-In Center clients with outreach support and continuing after-care for those transitioning to housing at Storeys. The Centre, previously operated by St. Alban's, is temporarily located at the Salvation Army while TPRS seeks a permanent location. The recommendation is for an increased level.

**Staff Comments /
Conditions:**

None



**Grant Application for 2018
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 1
Grant Request: \$50,000
Proposal Title: Core Operating Funding for Richmond Cares, Richmond Gives (RCRG)
Grant Purpose: Operating Assistance
Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 175000
Richmond Residents: 175000

Grant Request Summary:

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

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

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

As Richmond's Volunteer Centre, our activities focus on encouraging and facilitating volunteerism. We do it through our website, which is home to Richmond's most comprehensive Volunteer Opportunities Database, featuring more than 80 positions from 60+ organizations. We also offer a free Volunteer Match service, where trained Advisors – volunteers themselves – meet one-on-one with Richmond residents, and help them find a volunteer opportunity that matches their skills, interests, and schedule.

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

Richmond Services Received by Your Organization:

As an in-kind donation, the City of Richmond allows us to use City Hall for our Leadership Richmond – Youth Now launch event, in September, and graduation ceremony, in April.

As well, from mid-November through December, the City lets us use the Brighthouse Pavilion to house the Richmond Christmas Fund Toy Room. Again, the space is provided as an in-kind donation.

Emergency Social Services provides six portable radios and accessories on loan from mid-November to mid-December, for use during Christmas Fund registration.

Finally, our Child Care Resource & Referral Centre regularly receives a Child Care Professional & Program Development Grant, ranging from \$2,500 to \$5,000 annually.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,463,105.00	1,449,447.00
Total Expenses:	1,483,243.00	1,477,460.00
Annual Surplus or (Deficit):	(20,138.00)	(28,013.00)
Accumulated Surplus or (Deficit):	64,377.00	36,364.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Expenses are budgeted to keep basic services available; revenue is uncertain and budgeted conservatively; last fiscal year, fundraising and donations offset the deficit.

Current Year:

Expenses are budgeted to maintain basic services; revenues are uncertain so they are kept conservative in anticipation that fundraising or other revenue will offset the deficit.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$40,061	Health, Social & Safety
2017	\$2,500	Professional and Program Development
2016	\$39,237	Health, Social & Safety
2016	\$5,000	Professional and Program Development
2015	\$38,355	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$39,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$3,000.00
Utilities and Telephone	\$1,250.00
Supplies	\$1,250.00
Equipment	\$0.00
Photocopying	\$1,000.00
Program Materials	\$1,500.00
Local Travel	\$500.00
Other	\$2,000.00

Computer Support

TOTAL **\$50,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	BC Gaming Policy and Enforcement Branch	\$100,000
Funder 2 Name	Port of Vancouver	\$10,000
Funder 3 Name	Vancity	\$10,000

Health, Social & Safety 2018
Volunteer Richmond Information Services Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 5

Amount Your Society will Provide:	<u>\$100,000.00</u>
Total Proposed Budget:	<u>\$1,126,000.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$40,862

Recommendation:

This Multi-Year (Year 1) grant is to provide operating assistance for volunteer, charitable and information programs. The recommendation is for the same level, plus a Cost of Living increase.

**Staff Comments /
Conditions:**

None

**Grant Application Summary for 2018****Health, Social & Safety Program**

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

Society: West Richmond Community Association

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

Grant Request: \$5,000

Proposal Title: Music Works - A Music-Based Wellness Program for Isolated and Vulnerable

Grant Purpose: Community Service / Program / Event - Ongoing

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

Number To Be Served: 42

Richmond Residents: All will be Richmond Residents

Grant Request Summary:

The overall goal of Music Works is to decrease social isolation and increase inclusion, community connection; remove barriers to participation and improve the quality of life for seniors experiencing loss, loneliness and isolation. Music Works utilizes music, movement and social activities to increase community connection; stimulate cognitive function; reduce stress, anxiety and depression; and enhance quality of life through valuing memories, life experience, and life-long contributions. Participants may be experiencing one or more of the following: change in health status, chronic conditions, change in personal supports, loss of spouse or close caregiver, cognitive changes, depression or anxiety, and difficulty with accessing transportation. Each weekly session includes transportation; lunch and social time; Gentle Movement to Music or Music Therapy (5 sessions each per 10-week program); Ukulele or Drumming Circle (5 sessions each per 10-week program) with senior volunteer mentors from local Drumming and Ukulele Circles. Music Works relies heavily on the skills and expertise of volunteers bringing active and well-connected seniors together with more isolated and vulnerable seniors. Feedback from volunteers confirms that it's a mutually beneficial experience and provides a meaningful and satisfying opportunity for volunteers. Family members, friends and caregivers benefit knowing that their family members/friends are engaged in activities that have a positive impact on their mental, emotional, and physical wellbeing. The WRCA, community centre staff and project partners also benefit through an increased understanding of the experiences of more isolated vulnerable seniors and by developing a model to serve and support previously under-served seniors. The grant will assist with transitioning Music Works to a much needed ongoing outreach program serving isolated and vulnerable seniors in Richmond.

Richmond Services Received by Your Organization:

Facility use and staff support.

FINANCIAL INFORMATION

Health, Social & Safety 2018
West Richmond Community Association

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

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	1,472,482.00	1,412,450.00
Total Expenses:	1,456,659.00	1,406,317.00
Annual Surplus or (Deficit):	15,823.00	6,132.00
Accumulated Surplus or (Deficit):	3,030.00	10,000.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

2016/2017 Budget Year. September 1, 2016 to August 31 2017.

Program and fitness revenue were slightly higher than forecasted

Current Year:

Small surplus projected through program and fitness fees.

Explanation for Accumulated Surplus or (Deficit):

Higher revenue through programs and fitness. All surplus is used to subsidized youth, seniors and community development programs.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2015	\$5,000.00	Child Care Capital

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$7,600.00
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	\$4,400.00
Other	\$4,600.00

Food costs for the provision of lunch each week.

TOTAL \$16,600.00

Health, Social & Safety 2018
West Richmond Community Association

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Gilmore Gardens and Courtyard Gardens Community Fund	Amount	\$5,000.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$6,600.00**

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

GRANT RECOMMENDATIONS

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

Recommendation:

This program is delivered to a growing vulnerable section of the community, and will serve 42 seniors over the course of three ten-week programs. This program reduces isolation, provides healthy food, and supports emotional, mental and physical well-being.

**Staff Comments /
Conditions:**

None

City of Richmond

2018 Grant Program Guidelines

For

Health, Social & Safety

and

Parks, Recreation & Community Events

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1. Overview

(i) City Grant Policy

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

(ii) Purpose

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

(iii) Principles

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

(iv) Goal

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

(v) Objectives

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

2. Program Funding

(i) Base Program Funding

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

(ii) Annual Cost of Living Increase

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

(iii) Unused Program Funds

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

3. Definitions

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

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

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

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

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

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

4. Eligibility

(i) Who is Eligible

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

(ii) Who Cannot Apply

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

(iii) Purposes Eligible for Funding

Grants may be used for the following purposes:

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

(iv) Items Eligible For Funding

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

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

(v) Items Not Eligible For Funding

The following items will not be funded:

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

(vi) Grant Limitations

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

5. Application Assessment Criteria

(i) Key Assessment Criteria

To be considered eligible, all proposals must demonstrate that:

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

(ii) Assessment Considerations

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

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

(iii) Less Favourably Considered Applications

Less favoured applications are those which:

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

(iv) Financial Statements

Applicants must submit:

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

(v) User Pay Principle

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

(vi) Multi-Year Funding Criteria

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

6. The Grant Review Process

(i) The Grant Review Process

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

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

(ii) Program Guidelines and Web-based Application

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

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

(iii) Application Deadline

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

(iv) Late Applications

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

(v) Staff Review

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

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

(vi) General Purposes Committee Review

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

7. Awarding of Grants

(i) Council Decision

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

(ii) Grant Disbursement

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

(iii) Reporting and Acknowledgement of Grant Benefits

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

(iv) Recuperation of Grant

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

(v) No Appeal

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

8. Further Information

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



City of Richmond

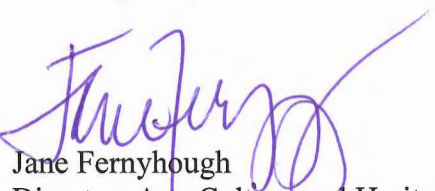
Report to Committee

To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Re: 2018 Arts and Culture Grants Program

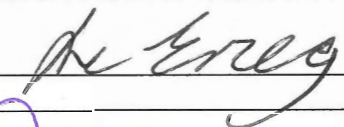

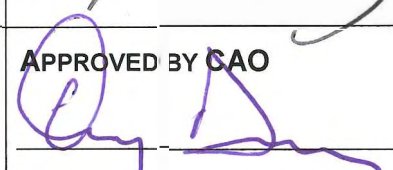
Date: January 3, 2018
File: 11-7000-01/2018-Vol
01

Staff Recommendation

That the 2018 Arts and Culture Grants be awarded for the recommended amounts and cheques disbursed for a total of \$112,059, as outlined in the report dated January 3, 2018 from the Director, Arts, Culture and Heritage Services.


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

Att.5

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

Staff Report

Origin

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 2018 Arts and Culture Grant Program, now in its seventh year.

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

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

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

2.4. Vibrant arts, culture and heritage opportunities.

Finding of Facts

2018 Arts and Culture Grant Budget

The 2018 Arts and Culture Grant Budget is \$112,059 including a 2.1% Cost of Living increase over last year's budget as per the City Grant Policy (3712). The program offers two types of grants:

- Operating Assistance Grants are provided to support the annual programming and operating activities of eligible organizations, and are awarded up to a maximum of 30% of the annual operating budget, to a maximum request of \$10,000.
- Project Assistance Grants are provided to support organizations working on a project basis or undertaking a special initiative outside the scope of their normal operations, and are awarded up to a maximum of 50% of the total project budget, to a maximum request of \$5,000.

Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond News and on the City website in October and November of 2017, advising the community that applications were being accepted for 2018 City Grant Programs until November 20, 2017. A link to the City website was provided for further information and to access the online application system.

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

A detailed, custom document for budget preparation was provided online. All previous grant recipients were met with individually over the summer to touch base, review their 2017 application, discuss possible updates to their organization and project offerings and deliver recommendations where appropriate.

Eleven applications were received for Operating Assistance and seven for Project Assistance, for a total combined request of \$134,500. Tables outlining requests and recommended allocations for the 2018 Arts and Culture Grant Program are provided in Attachment 1 and Attachment 2. Grant Application Summary sheets, providing key information about each application, are found in Attachment 3. As the contents of the Grant Application Summary Sheets are taken verbatim from the applicants’ submissions, they will replicate any errors or omissions made by the applicant. Staff recommendations and comments are included in the Summary Sheets.

Late Applications

The City Grant Policy indicates that late applications will not be accepted. No late applications were received after the November 20, 2017 deadline.

New Applications

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

Application Review Process

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

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

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

Analysis

2018 Arts and Culture Grant Program Information

Numbers of applications, allocations and recommendations are:

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

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

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

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

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

COMBINED Arts and Culture Applications, Allocations and Recommendations (2012-2018)							
	2012	2013	2014	2015	2016	2017	2018
Total number of applications	26	22	23	21	16	21	18
New applicants	n/a	5	6	2	0	1	0
Grants denied (did not meet criteria)	7	4	2	1	0	3	1
Partial amount of request recommended	18	9	21	18	4	18	17
Full amount of request recommended	8	13	0	3	12	0	0
Total amount requested	\$133,280	\$122,300	\$137,336	\$124,150	\$108,450	\$143,200	\$134,500
Total budget	\$100,000	\$102,020	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059
Total amount allocated/ recommended	\$82,300	\$94,300	\$104,040	\$105,080	\$107,497	\$109,754	\$112,059

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

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

The Richmond Arts and Culture Grants Program, established in 2012, is understood not only as a source of funding for the applicants — who range from long-standing professional institutions to fledgling groups of enthusiastic amateur artisans — but as an important opportunity for capacity building, including those who have limited experience writing grant applications. Moreover, as organizations secure City of Richmond funding, their potential to leverage funding from other sources improves as evidenced in many of the Grant Use reports relating to the previous year.

Staff noted continued improvement in the quality of grant applications and a slight decrease in the number of applications; from 21 total applications in 2017 to 18 applications in 2018. This year, there was one fewer Operating Application compared to last year as Richmond Community Band did not apply for funding in 2018.

In this seventh year of the Arts and Culture Grants Program, staff noted an increased self-awareness among many of the applicants regarding the value of professional administrative support and a desire to undertake professional development opportunities to increase their capacity. Many applicants also cited increased success in securing program funding from other sources. There is also a substantial increase in the development of partnerships and demonstrated efforts to undertake new collaborations.

Reasons for Partial or No Funding

The amount of requested funds was over the allocated budget of \$112,059 and none of the applicants were recommended for the full amount requested this year. However, since there were fewer applicants than last year, all organizations who received funding in 2017 will note an increase in their recommended funding over the previous year (with the exception of Richmond Orchestra and Choral Association, who requested a lesser amount in 2018).

All of the applications, except for one Vancouver-based organization, are recommended to receive funding in 2018.

Financial Impact

The 2018 Arts and Culture Grant Program has a budget of \$112,059. The 2018 recommended allocations are itemized in Attachments 1 and 2.

Project Assistance	\$22,900
Operating Assistance	<u>\$89,159</u>
Total	<u>\$112,059</u>
Remaining	\$0

Conclusion

The 2018 Arts and Culture Grant Program makes a vital contribution to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and liveable community. Staff is recommending that the 2018 Arts and Culture Grants be allocated as proposed for the benefit of Richmond residents.



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

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

2018 Arts and Culture Grant Recommendations

OPERATING ASSISTANCE

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Canadian YC Chinese Orchestra Association	\$ 6,000	\$ 10,000	\$ 6,450	Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music in Richmond. They are to be applauded for their well-attended performances and robust musical offerings and for making solid steps towards building new partnerships. Entering into their second year in the Operating Assistance stream, the society is encouraged to invest in their strategic and organizational development and administrative support to improve communications and plan for future growth.	1
Cinevolution Media Arts Society	\$ 9,500	\$ 10,000	\$ 9,875	Operating Assistance is recommended for this forward-thinking and ambitious society that provides high-quality and distinct programming that engages professional and emerging media artists, as well as youth and new immigrants. They are to be commended for providing innovative and challenging programming in a range of popular and accessible locations. As the society continues to develop and extend their reach, it is recommended that they invest more in paid administrative support to help provide organizational stability and plan for long-term growth.	3

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Community Arts Council of Richmond	\$ 9,200	\$ 10,000	\$ 9,300	Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. They are to be commended for their plans to expand their reach through digital communications to help increase participation in their programs. The organization is strongly encouraged to reflect on how to address the self-identified challenges of maintaining relevancy, avoiding board fatigue and increasing their dwindling membership.	5
Richmond Arts Coalition	\$ 9,200	\$ 10,000	\$ 9,400	Operating Assistance is recommended for this service organization whose aim is to support and advocate for the arts in Richmond. The society is to be congratulated for hiring an executive director, thereby taking monumental strides in strengthening their administrative capacity, in addition to proactively seeking out new partnerships and new programming opportunities over the past year.	7
Richmond Community Orchestra and Chorus Association	\$ 9,200	\$ 9,200	\$ 9,200	Operating Assistance is recommended for this well-established organization that engages a wide range of choral and orchestral musicians. The society is to be commended for continuing to grow and reach diverse audiences while increasing ticket sales and the number of free school performances, providing local youth with low-cost exposure to classical music.	9

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Richmond Delta Youth Orchestra	\$ 9,500	\$ 10,000	\$ 9,875	Operating Assistance is recommended for this well-established youth orchestra that provides high quality education and vital performance and professional development opportunities for youth. The society is to be congratulated for their outreach work and for doubling their enrollment numbers. They are strongly encouraged to invest in administrative support to help manage its rapid growth and assist with fund development efforts.	11
Richmond Music School Society	\$ 9,000	\$ 10,000	\$ 9,200	Operating Assistance is recommended for this popular musical organization that provides high calibre and accessible educational opportunities for youth from all economic backgrounds. The society is to be celebrated for adapting its programs to meet the community's needs and is encouraged to foster new partnerships and collaborations.	13
Richmond Potters' Club	\$ 5,900	\$ 7,500	\$ 6,000	Operating Assistance is recommended for this longstanding organization that provides pottery programs and demonstrations in the community. The society is to be commended for its innovative recycling program and for greatly expanding its membership. They are encouraged to seek out new ways to connect and engage with the community.	15

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Richmond Singers	\$ 7,000	\$ 10,000	\$ 7,450	Operating Assistance is recommended for this popular, long-standing musical organization that provides opportunities for singers to perform throughout Richmond and beyond. The society is to be congratulated for their success in undertaking new fundraising initiatives and for introducing an online ticketing system. Entering into their second year in the Operating Assistance stream, the society is encouraged to continue to seek out new partnerships and continue their community outreach.	17
Richmond Youth Choral Society	\$ 9,500	\$ 10,000	\$ 9,659	Operating Assistance is recommended for this ambitious organization that provides unique experiences for Richmond youth to share their musical talents locally, nationally and internationally. The society is to be applauded for exceeding their performance and audience targets and for embarking on a major international concert exchange. They are encouraged to continue to seek out new sources of diversified funding to help them achieve their goal of compensating staff at industry rates and to streamline administrative and accounting procedures.	19
Textile Arts Guild of Richmond	\$ 2,750	\$ 2,800	\$ 2,750	Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, charitable giving and social engagement. The society is commended for developing new partnerships and is encouraged to invest in marketing and communications initiatives to extend its reach and recruit new members.	21

PROJECT ASSISTANCE

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Philippine Cultural Arts Society of BC	\$ 2,100	\$ 5,000.00	\$ 3,700	Project Assistance is recommended for this lively event that celebrates Filipino performing arts in Richmond. The society is commended for providing vital performance and volunteer opportunities for its dancers and for introducing youth to cultural dance and music that help them connect with their community. They are to be congratulated for improving administrative operations and accounting procedures and are encouraged to continue to seek out diversified funding sources.	23
Richmond Art Gallery Association	\$ 3,800	\$ 5,000.00	\$ 3,900	Project Assistance is recommended for this engaging and unique program that offers impactful mentorship and professional development opportunities for Richmond artists. The society is to be commended for undertaking this innovative project that helps to build and nurture the local creative and arts community and falls outside of the Gallery's normal operations.	25
Steveston Historical Society	n/a	\$ 5,000.00	\$ 2,900	Project Assistance is recommended for this immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling. The society is to be commended for creating a strong partnership with a local school, which provides students with unique professional development experience. Funding is recommended with the condition that performers be financially compensated.	27

Organization	Most Recent City Grant (2017)	2018 Request	2018 Recommend	Comments	Pg
Tickle Me Pickle Theatre Sports Improv Society	\$ 4,500	\$ 5,000.00	\$ 4,600	Project Assistance is recommended for this entertaining theatrical program that engages youth, adults and families. The society is to be commended for expanding its program offerings and is encouraged to continue to develop new projects and avenues to present their work.	29
Vancouver Cantonese Opera	\$ 3,800	\$ 5,000.00	\$ 3,900	Project Assistance is recommended for this local presentation of Chinese culture, that brings the unique traditional art form of Cantonese opera to Chinese and non-Chinese audiences at no cost during the 2017 Richmond World Fest. The society has a strong track record of working with a diverse range of artists and cultural groups and is to be commended for contributing a significant portion of its budget towards creative fees which benefits local artists. They are also directed to improve their financial reporting.	31
Vancouver International Sculpture Biennale	\$ 0	\$ 5,000.00	\$ 0	Funding is not recommended for the project by this Vancouver-based organization. The society is to be congratulated for their ongoing educational endeavours across the Lower Mainland, but is encouraged to reflect on how their proposed pre-defined project could relate specifically to Richmond.	34
Vancouver Tagore Society	\$ 3,800	\$ 5,000.00	\$ 3,900	Project Assistance is recommended for this unique multicultural festival that continues to attract large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for expanding its fundraising efforts and is encouraged to improve its marketing efforts and continue seeking out diverse income streams to help support the society's stable, long-term growth and development.	36

2018 Arts and Culture Grant Recommendations

OPERATING ASSISTANCE	
Society Name	2018 Recommend
Canadian YC Chinese Orchestra Association	\$ 6,450
Cinevolution Media Arts Society	\$ 9,875
Community Arts Council of Richmond	\$ 9,300
Richmond Arts Coalition	\$ 9,400
Richmond Community Orchestra and Chorus Association	\$ 9,200
Richmond Delta Youth Orchestra	\$ 9,875
Richmond Music School Society	\$ 9,200
Richmond Potters' Club	\$ 6,000
Richmond Singers	\$ 7,450
Richmond Youth Choral Society	\$ 9,659
Textile Arts Guild of Richmond	\$ 2,750

PROJECT ASSISTANCE	
Organization	2018 Recommend
Philippine Cultural Arts Society of BC	\$ 3,700
Richmond Art Gallery Association	\$ 3,900
Steveston Historical Society	\$ 2,900
Tickle Me Pickle Theatre Sports Improv Society	\$ 4,600
Vancouver Cantonese Opera	\$ 3,900
Vancouver International Sculpture Biennale	\$ 0
Vancouver Tagore Society	\$ 3,900

OPERATING ASSISTANCE SUBTOTAL	\$ 89,159
PROJECT ASSISTANCE SUBTOTAL	\$ 22,900
COMBINED TOTAL	\$ 112,059



Society: Canadian YC Chinese Orchestra Association

Society Mandate Summary:

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

Society History:

Since inception, the association has had numerous performances by members in terms of main orchestra, smaller ensembles, as well as solo performances. Since 2012, the orchestra has registered as the first music group Artist in resident of the Cultural Centre of City of Richmond. Our efforts to promote Chinese culture also include cooperation with other groups. One of our major performances, "Guests from afar please stay", was in partnership with Vancouver Choir at the Norman Rothstein Theatre (about 350 audiences capacity). The performance had a full house and as a result, another show was added (in about 6 months). Since 2013, we have been a partner of the Multicultural Heritage Festival held at each summer at the Richmond Cultural centre and our performance of "O Canada" with our own instruments was welcome by the audiences as well as Government officials. For the last 4 years, CYCCOA continued to be a strong element in the City of Richmond. In addition to performing in many concerts, CYCCOA hosted educational workshops, participated in community services, provide free performance for senior homes, local regional center, cultural events, festivals, and celebrations across our community. As an artist in resident of the Richmond Cultural Center, we participate actively in the Cultural events in our community. In May 2014, we have a joint concert "Ocean Home Town" with City of Richmond at the performing Hall of the Richmond Art Center. With Cultural Grants from the City of Richmond in the last four years, we have been able to produce a large scale concert at The Richmond Gateway Theatre. 2014 "Ocean Home Town" concert at the Gateway Theatre. 2015 "Qiao's Grand Courtyard" concert at Gateway Theatre. 2016 "Festival Gala and Multicultural Art Festival" concert at Gateway Theatre. 2017 Rising stars Chinese instrumental music concert. In fact, the above four concerts were big success and we had full house of over 500 audiences each time.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$21,300

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$6,000	Project Assistance
2016	\$5,000	Project Assistance
2015	\$4,550	Project Assistance
2014	\$4,160	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$30,718	\$35,400
Total Expenses:	\$29,775	\$34,700
Surplus:	\$943	\$700
Accumulated Surplus:	\$943	\$1,643
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$6,450

Aggregate Score: 43.3

Recommendation:

Operating Assistance is recommended for this unique concert group, known for their presentations of traditional Chinese instrumental music in Richmond. They are to be applauded for their well-attended performances and robust musical offerings and for making solid steps towards building new partnerships. Entering into their second year in the Operating Assistance stream, the society is encouraged to invest in their strategic and organizational development and administrative support to improve communications and plan for future growth.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

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

Society: Cinevolution Media Arts Society

Society Mandate Summary:

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

Society History:

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

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

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

Operating Assistance Application for 2018
Cinevolution Media Arts Society

ATTACHMENT 3

Summary Page 2

educational to the general public.

GRANT REQUEST

Requested Amount: \$10,000

Society Operating Budget: \$125,590

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$9,530	Operating Assistance
2014	\$8,790	Operating Assistance
2014	\$3,640	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Total Revenue: \$52,050 \$88,800

Total Expenses: \$52,040 \$88,799

Surplus: \$10 \$1

Accumulated Surplus: \$10 \$1

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

GRANT RECOMMENDATIONS

Recommended Amount: \$9,875

Aggregate Score: 46.5

Recommendation:

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



Society: Community Arts Council of Richmond

Society Mandate Summary:

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

Society History:

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

Times, needs and abilities change and we have changed too. Many groups are now better able to fend for themselves, however we still feel it is imperative that we "speak" for the arts and artists, encourage all to participate, use art to build bridges and overcome difficulties. We spend our funds frugally and choose programs and projects that we feel will benefit the highest number of the population including non-artists and artists alike. Our events are held in Richmond and wherever possible we do our best to invite Richmond artists first and the rest of Metro Vancouver and BC latterly. Richmond is our home base and we encourage everyone to come and experience the arts & culture in Richmond when we hold our events and on our website, which has two calendar of events, one for ourselves and one for any non profit to post their event at no cost.

In 2017 we were delighted to receive the Richmond Arts Award for Cultural Leadership. Having served Richmond for almost 50 years, this coveted award is the only award we have received and we treasure it.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$51,930

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,200	Operating Assistance
2016	\$9,750	Operating Assistance
2015	\$8,475	Operating Assistance
2014	\$7,700	Operating Assistance

Operating Assistance Application for 2018
Community Arts Council of Richmond

ATTACHMENT 3

Summary Page 2

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$51,930	\$46,455
Total Expenses:	\$51,930	\$46,455
Surplus:	\$13	\$1
Accumulated Surplus:	\$356	\$357
Other Funders:	BC Gaming \$10,000, BC Creative Communities \$7,900	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,300

Aggregate Score: 38.5

Recommendation:

Operating Assistance is recommended for this long-standing organization with a broad mandate to encourage participation in the arts. They are to be commended for their plans to expand their reach through digital communications to help increase participation in their programs. The organization is strongly encouraged to reflect on how to address the self-identified challenges of maintaining relevancy, avoiding board fatigue and increasing their dwindling membership.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program
6911 No. 3 Road, Richmond, BC V6Y 2C1

Society: Richmond Arts Coalition

Society Mandate Summary:

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

Society History:

In 2004, the City developed a formal plan to strengthen its arts community which resulted in the formation of the Richmond Arts Coalition (RAC). In 2008, the City endorsed a "2010 Arts Plan" identifying RAC as the organization responsible for bringing local artists & arts organizations together & leading in the development & advocacy of local community arts & culture. RAC has partnered with the City on the annual Arts Awards & on three Art Symposiums & provides substantial grants to the annual Maritime Festival to support hiring of local artists. In 2013, RAC established an endowment fund with the Richmond Community Foundation to support the Arts Awards & scholarships for Arts students. RAC compiles a monthly list of Arts Events for publication by the local papers & Tourism Richmond. The events are listed on the RAC website & social media & emailed to 430+ subscribers. A 2013 Outreach Project gathered surveys from the Arts & general public on Arts issues in Richmond, which was shared with the City. A 2014/15 Outreach Project gathered numerous ideas for promoting closer connections between Arts and Business. RAC hosted ArtRich 2015 at the Richmond Art Gallery in 2015, which showcased 49 local artists and brought 1627 visitors to the Gallery. RAC hosts a weekly "member feature" on its website and promotes its members through social media. RAC hired an Admin Assistant in 2016 and an Executive Director in 2017. The ED hosts networking sessions for members and actively reaches out for partnerships. Since its establishment, RAC has played an essential role to advocate for the importance of art in Richmond. Representatives of RAC regularly attend the meetings at the City Hall to present and speak. We have also actively outreached into other community groups to promote the importance of the arts.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$83,300

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,200	Operating Assistance
2016	\$9,950	Operating Assistance
2015	\$3,970	Operating Assistance
2014	\$3,750	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$61,749.82	\$71,400.00
Total Expenses:	\$55,994.75	\$71,400.00
Surplus:	\$5,755.07	\$0.01
Accumulated Surplus:	\$14,089.55	\$14,089.55
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$9,400

Aggregate Score: 42

Recommendation:

Operating Assistance is recommended for this service organization whose aim is to support and advocate for the arts in Richmond. The society is to be congratulated for hiring an executive director, thereby taking monumental strides in strengthening their administrative capacity, in addition to proactively seeking out new partnerships and new programming opportunities over the past year.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

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

Society: Richmond Community Orchestra and Chorus Association

Society Mandate Summary:

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

Society History:

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

GRANT REQUEST

Requested Amount: \$9,200

Society Operating Budget: \$124,100

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,200	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$10,000	Operating Assistance
2014	\$8,790	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$112,056	\$122,500
Total Expenses:	\$102,477	\$122,500
Surplus:	\$9,579	\$9,579
Accumulated Surplus:	\$62,938	\$9,579
Other Funders:	BC Gaming \$25,000	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,200

Aggregate Score: 45.3

Recommendation:

Operating Assistance is recommended for this well-established organization that engages a wide range of choral and orchestral musicians. The society is to be commended for continuing to grow and reach diverse audiences while increasing ticket sales and the number of free school performances, providing local youth with low-cost exposure to classical music.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

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

Society: Richmond Delta Youth Orchestra

Society Mandate Summary:

The RDYO provides full-service orchestral preparation for young musicians aged 8 to 25.

Society History:

The Orchestra first began rehearsals in September, 1971 in Ladner. With the support of approximately forty players, Harry Gomez formed the Orchestra and became its Conductor and Music Director. The Orchestra first performed at an open rehearsal for Mayor Dugald Morrison at the Ladner Community Centre later that year. Throughout the 1970s and 1980s, the Orchestra underwent tremendous growth, attracting young players from Richmond and the rest of the Lower Mainland. It continued its mission as an orchestral preparation program led by highly qualified musical staff. In 2013, recognizing that the majority of its young musicians are residents of Richmond, the Orchestra officially changed its name to Richmond Delta Youth Orchestra. Since our move to Richmond, our enrolment has almost doubled. The Orchestra currently includes 135 young performers in seven divisions: Symphony, Senior Strings, Intermediate Strings, Junior Strings, Senior Winds, Junior Winds, and Chamber Music divisions. Each year the RDYO performs numerous outreach concerts in Richmond, including (in 2016) at Culture Days, the Richmond Art Gallery, the Richmond Cultural Centre, the annual Richmond Maritime Festival, the Salmon Festival, and Aberdeen Centre. The RDYO is a vibrant and growing part of Richmond's cultural landscape.

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$178,380

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$5,000	Project Assistance
2014	\$2,860	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$171,100.01	\$175,895
Total Expenses:	\$170,543.73	\$175,180
Surplus:	\$556.28	\$715

Operating Assistance Application for 2018
Richmond Delta Youth Orchestra

ATTACHMENT 3

Summary Page 2

Accumulated Surplus:	\$33,440.28	\$34,155.28
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Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$9,875

Aggregate Score: 46.3

Recommendation:

Operating Assistance is recommended for this well-established youth orchestra that provides high quality education and vital performance and professional development opportunities for youth. The society is to be congratulated for their outreach work and for doubling their enrollment numbers. They are strongly encouraged to invest in administrative support to help manage its rapid growth and assist with fund development efforts.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

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

Society: Richmond Music School Society

Society Mandate Summary:

To conduct a school of music and offer programs and instruction in music.

Society History:

The Richmond Music School was established in February, 1980 as a non-profit organization dedicated to high standards in teaching music, both in private and class settings. Since that time it has come to enjoy a leadership position through Metro Vancouver for its many student performances and innovative programs. There are 23 teachers employed at the school as well as 13 Advanced, Junior teachers and Apprentice teachers. The school provides major concert opportunities for its students with faculty and professional performers, community performances, preparation for Royal Conservatory and Associated Board of the Royal Schools of Music examinations, master classes, below-cost group violin classes, a free children's orchestra and professional development experiences for its apprentice and junior teachers, who have their ARCT and/or LRSM certificates. Over 200 public performances are presented by students and faculty in Richmond and Metro Vancouver each year, most of which are free to the public. The School continues with its twin objectives to pursue the highest artistic standards with its performances and teachers and to provide unique opportunities for children to get involved in music whose parents might otherwise find the cost prohibitive. Musical instruction is available for all ages and financial background. Students and Faculty this year contributed 2,156 hours of volunteer service supporting their in-school performances and individual performances in the community. See attached In-Kind Donation Analysis below).

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$418,980

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,000	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$7,945	Operating Assistance
2014	\$7,200	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$401,211	\$425,126
Total Expenses:	\$405,662	\$425,126

Operating Assistance Application for 2018

ATTACHMENT 3

Richmond Music School Society**Summary Page 2**

Surplus:	(\$4,451)	\$0.01
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Accumulated Surplus:	\$11,842	\$0.01
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Other Funders:	Outreach Violin Program \$44,290
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GRANT RECOMMENDATIONS**Recommended Amount:** \$9,200**Aggregate Score:** 42.8**Recommendation:**

Operating Assistance is recommended for this popular musical organization that provides high-caliber and accessible educational opportunities for youth from all economic backgrounds. The society is to be celebrated for adapting its programs to meet the community's needs and is encouraged to foster new partnerships and collaborations.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

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

Society: Richmond Potters' Club

Society Mandate Summary:

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

Society History:

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

GRANT REQUEST

Requested Amount:	\$7,500
Society Operating Budget:	\$53,500

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2015	\$5,900	Operating Assistance
2015	\$5,700	Operating Assistance
2014	\$5,200	Operating Assistance
2013	\$3,000	Operating Assistance

Operating Assistance Application for 2018
Richmond Potters' Club

ATTACHMENT 3

Summary Page 2

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$57,898	\$54,500
Total Expenses:	\$49,049	\$54,500
Surplus:	\$8,849	\$0.01
Accumulated Surplus:	\$8,849	\$0.01
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$6,000

Aggregate Score: 40.5

Recommendation:

Operating Assistance is recommended for this longstanding organization that provides pottery programs and demonstrations in the community. The society is to be commended for its innovative recycling program and for greatly expanding its membership. They are encouraged to seek out new ways to connect and engage with the community.



Society: Richmond Singers

Society Mandate Summary:

As the longest standing community choir in Richmond our purpose is "to sing, in harmony, a variety of music for the enjoyment of the members, as well as to give public and private performances for the listening pleasure of others".

Society History:

In 1971 our founder Pam Hiensch placed an ad in a local newspaper inviting women who were interested in singing recreationally to meet and a group of 15 became "The Richmond Melody Makers". In 1975 the choir had grown to 45 members and our name was changed to The Richmond Singers. We now have 55 active members and 3 associates who have provided a choral presence in the community for over 46 years. Our first director was Alex Murray, followed by Earl Hobson, Jeanette Gallant, Mavis Weston and Natasha Neufeld who is in her 14th season with us. Our members range in age from 20s – 70 + and come from across Canada and the world with varied backgrounds and talents. The choir produces two to three major concerts per season, often featuring local guest performers, children's choirs and accompanists. We are fortunate to have a faithful audience at our concerts and are also available upon request to sing at various events organized by the City of Richmond, charities, special functions and fundraisers. Our 18-member Richmond Singers Ensemble "sing out" at over 45 performances during the season at senior facilities, hospitals and daytime events, receiving little or no remuneration. They perform an interactive program that is very well received by the seniors and many places request them several times a year. We are very involved with our community and, by giving benefit concerts, have helped to raise funds for other organizations such as the Richmond Hospice Society, Canadian Cancer Foundation and Tim Horton's Kids Camps. We were very fortunate to be invited to represent BC at the July 1, 2003 "UNISONG" celebrations in Ottawa. In 2009, the Richmond Singers were proud to represent BC at Festival 500 in St John's, Newfoundland. In 2016 we joined 1000 singers from around the world in Powell River to sing at Kathaumixw.

GRANT REQUEST

Requested Amount:	\$10,000
Society Operating Budget:	\$69,005

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$7,000	Operating Assistance
2016	\$5,000	Project Assistance
2015	\$4,240	Project Assistance
2014	\$2,600	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$62,128	\$65,333
Total Expenses:	\$53,574	\$65,333
Surplus:	\$8,554	\$1
Accumulated Surplus:	\$32,475	\$32,475
Other Funders:		

GRANT RECOMMENDATIONS

Recommended Amount: \$7,450

Aggregate Score: 41.8

Recommendation:

Operating Assistance is recommended for this popular, long-standing musical organization that provides opportunities for singers to perform throughout Richmond and beyond. The society is to be congratulated for their success in undertaking new fundraising initiatives and for introducing an online ticketing system. Entering into their second year in the Operating Assistance stream, the society is encouraged to continue to seek out new partnerships and continue their community outreach.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

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

Society: Richmond Youth Choral Society

Society Mandate Summary:

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

Society History:

In 2000, a choir of 75 elementary school voices from across our city formed under the direction of 3 Richmond teachers, Lorraine Jarvis, Catherine Ludwig and Lyn Wilkenson. This choir was formed to sing at the BC Music Educators Conference. These teachers continued a Richmond School District Choir (Richmond Elementary Honour Choir) for 2 years. With school district cut backs, Lorraine, Catherine and parents created the Richmond Youth Choral Society in 2002. Membership began with 45 singers. By October 2003, a Secondary Choir was added at the request of Elementary Choir graduates. Concerts were arranged to feature the skills of the RYHC singers at many community and charitable events. By the 2009-10 season of the RYHC, the choirs were recognized as a premiere group within our city. In our 12th season we launched our 3rd choir, the Prelude Choir for children 5 - 8 years of age. Performance highlights include 2010 Olympic performances, joint performance with the Philharmonic Orchestra from our sister city, Xiamen, China, performing with and hosting the Wakayama Children's Choir from our sister city, Wakayama, Japan and in 2015 we returned the visit to Wakayama. In 2013 we commissioned "Listen to the Music" by Timothy Corlis and premiered it with the VYSO. It was received with a standing ovation. Since then we have worked with other composers like Larry Nickel and Iman Habibi. In 2015 we participated in "World Beat" with international conductor Henry Leck. For our 15th Anniversary season we planned a year of celebration including a collaboration with the Richmond and Delta Youth Orchestra to premier another new commission partnering with Timothy Corlis called "We Will Sing You Home". We also represented Richmond and BC in Ottawa on July 1st from Canada 150. This year we collaborated in a professional Theater production called "The Ridiculous Darkness" with Alley theater. We are currently planning our first tour to Africa in July 2018!

GRANT REQUEST

Requested Amount: \$10,000
Society Operating Budget: \$140,878.36

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$9,500	Operating Assistance
2016	\$10,000	Operating Assistance
2015	\$10,000	Operating Assistance
2014	\$8,790	Operating Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$141,459.96	\$65,590
Total Expenses:	\$140,878.36	\$63,435
Surplus:	\$581.6	\$2,155
Accumulated Surplus:	\$5,000	\$2,155
Other Funders:	BC Gaming \$4,200	

GRANT RECOMMENDATIONS

Recommended Amount: \$9,659

Aggregate Score: 42.5

Recommendation:

Operating Assistance is recommended for this ambitious organization that provides unique experiences for Richmond youth to share their musical talents locally, nationally and internationally. The society is to be applauded for exceeding their performance and audience targets and for embarking on a major international concert exchange. They are encouraged to continue to seek out new sources of diversified funding to help them achieve their goal of compensating staff at industry rates and to streamline administrative and accounting procedures.



ATTACHMENT 3
Operating Assistance Application for 2018
Arts & Culture Grants Program

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

Society: Textile Arts Guild of Richmond

Society Mandate Summary:

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

Society History:

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

The early 1990's saw the Guild based in several locations while the new Cultural Centre was being built. Specialized lighting and electrical outlets in the Textile Arts Studio were purchased by TAGOR when the new Cultural Centre opened in 1993. TAGOR hosted exhibitions in 2000, 2002, 2006 and 2008.

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

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

In 2012-13, TAGOR launched and successfully completed its 100 Quilt Challenge for Lion's Manor and won a People First Award from the Vancouver Coastal Health Authority for this project. February 2015 marked TAGOR's 40th year of operation. In 2016 TAGOR added Habitat for Humanity as a community partner and will be creating 12 quilts for the families moving into their Richmond Project houses in 2018. TAGOR applied for and received a Canada 150 Grant in 2017 and worked with Richmond Public Library to create Our Canadian Bookcase, a quilted wall hanging featuring 150 Canadian authors suggested by the public.

GRANT REQUEST

Requested Amount:	\$2,800
Society Operating Budget:	\$19,682

Operating Assistance Application for 2018

ATTACHMENT 3

Textile Arts Guild of Richmond

Summary Page 2

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$2,750	Operating Assistance
2016	\$3,400	Operating Assistance
2015	\$3,710	Operating Assistance
2014	\$3,500	Operating Assistance

FINANCIAL SUMMARY**Most Recently Completed Year****Proposed Year**

Total Revenue:	\$19,682	\$10,950
Total Expenses:	\$18,053	\$12,982
Surplus:	\$1,629	\$1,784
Accumulated Surplus:	\$14,766	\$0.01

Other Funders:

GRANT RECOMMENDATIONS**Recommended Amount:** \$2,750**Aggregate Score:** 41.3**Recommendation:**

Operating Assistance is recommended for this well-established organization that promotes textile arts as a means of creative expression, charitable giving and social engagement. The society is commended for developing new partnerships and is encouraged to invest in marketing and communications initiatives to extend its reach and recruit new members.



Society: Philippine Cultural Arts Society of BC

Project Name: "Kalikasan" (The Elements of Nature)

Dates: November 3, 2018

Project Summary:

Our showcase, titled "Kalikasan" (The Elements of Nature), is a collection of traditions and celebrations from the Philippine culture. We will be presenting this Philippine story with a mosaic of dance and music at the Richmond Gateway Theatre on November 3, 2017. In preparation for this event, we encourage new participants of all ages to join current performers, to learn about traditional dance and music through workshops PhilCAS will lead. We invite residents of Richmond and the lower mainland to witness the beauty of Philippine culture through our workshops and in our showcase "Kalikasan."

Society Mission/Mandate:

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

Society History:

Tonette and Nes Gatus envisioned a niche for Filipino-Canadian youth that would give them the opportunity to discover their heritage through dance and music. In the year 2000, the couple shared with the local Richmond community the beauty of Filipino culture which has long been ignored. This was the beginning of the Philippine Cultural Arts Society of British Columbia (PhilCAS of BC). The society started off as a small group of 10 young Filipino-Canadians using the backyard of Tonette and Nes' house, to practice traditional Filipino folk dances. Tonette's pride in traditional folk dance that she had learned from the Philippines reverberated through her pupils and has since then been a source of pride. Her dancers were constantly motivated and inspired each time they were invited to perform at theatres, multicultural festivals, and private events. Over the years, PhilCAS has grown in the age and number of volunteer members. This is due to the passion and commitment of Tonette and Nes in providing Filipino youth the opportunity to learn their heritage. The society is larger than ever each sharing in the pride and passion that Tonette, Nes, and the rest of the rising leaders within the PhilCAS community continue to exhibit today. Today, both youth and adults make up the Board of Directors, but PhilCAS' success cannot solely be attributed to its directors and members. Without the support of parents, local businesses, the City of Richmond and the multicultural organizations across BC, PhilCAS would not hold its place as one of the premier folk dance groups in BC.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$18,105

Project Assistance Application for 2018
Philippine Cultural Arts Society of BC

ATTACHMENT 3

Summary Page 2

Society Operating Budget: \$21,680

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$2,100	Project Assistance
2016	\$4,447	Project Assistance
2015	\$2,970	Project Assistance
2014	\$3,120	Project Assistance

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$7,879.94	\$21,680
Total Expenses:	\$7,461.97	\$21,680
Surplus:	\$418.87	\$0.01
Accumulated Surplus:	\$1,969.42	\$1,969.42

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$3,700

Aggregate Score: 41.5

Recommendation:

Project Assistance is recommended for this lively event that celebrates Filipino performing arts in Richmond. The society is commended for providing vital performance and volunteer opportunities for its dancers and for introducing youth to cultural dance and music that help them connect with their community. They are to be congratulated for improving administrative operations and accounting procedures and are encouraged to continue to seek out diversified funding sources.



Society: Richmond Art Gallery Association

Project Name: Artist Salon 2018

Dates: February - December 2018

Project Summary:

RAGA proposes to evolve our support of Richmond artists. We seek funding towards Artist Salon, a professionalizing social group for local artists. Hosted at the Gallery on the first Thursday of each month, we invite guest speakers and facilitate workshops that foster connections among our community's diverse range of artists. This year we aim to expand our core group of participants and to develop new partnerships in order to connect artists with other services organizations in the City.

Society Mission/Mandate:

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

Society History:

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

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$10,000
Society Operating Budget:	\$235,026

MOST RECENT PREVIOUS GRANT(S)

Project Assistance Application for 2018

ATTACHMENT 3

Richmond Art Gallery Association

Summary Page 2

Year	Amount	Grant Program
2017	\$3,800	Project Assistance
2016	\$4,000	Project Assistance
2015	\$5,000	Project Assistance
2014	\$4,680	Project Assistance

FINANCIAL SUMMARY**Most Recently Completed Year****Proposed Year****Total Revenue:** \$165,548 \$235,026**Total Expenses:** \$145,521 \$231,344**Surplus:** \$20,027 \$3,682**Accumulated Surplus:** \$20,027 \$3,682**Other Funders:** Metro Vancouver \$5,000**GRANT RECOMMENDATIONS****Recommended Amount:** \$3,900**Aggregate Score:** 43.3**Recommendation:**

Project Assistance is recommended for this engaging and unique program that offers impactful mentorship and professional development opportunities for Richmond artists. The society is to be commended for undertaking this innovative project that helps to build and nurture the local creative and arts community and falls outside of the Gallery's normal operations.



Society: Steveston Historical Society

Project Name: Steveston Alive! Walking Tour Vignettes

Dates: November 2017 until August 2018 (performances occur in summer 2018)

Project Summary:

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

For 2018, we would like to remount the vignettes as "Steveston Alive! Walking Tour Vignettes".

Society Mission/Mandate:

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

Society History:

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

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

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

Project Assistance Application for 2018**Steveston Historical Society****Summary Page 2****Recent projects include:**

- Nikkei Stories of Steveston: a 10-part documentary series that pays tribute to the strengths and successes of Japanese Canadian pioneers and their descendants. These videos can be viewed in the JFBS building or online at www.nikkeistories.com/#videos
- The Fisherman's Park Mural: a 12-panel mural series celebrating Steveston's connection to the fishing industry.
- Walking Tour Vignettes: a five part theatrical performance along a walking tour of Steveston. Participants were taken back in time to the year 1917 where they will see drama students from Hugh McRoberts Secondary School perform stories of Steveston's shared triumphs and tragedies.

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$34,075
Society Operating Budget:	\$20,000

MOST RECENT PREVIOUS GRANT(S)

N/A

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$59,767.05	\$20,000
Total Expenses:	\$27,783.27	\$20,000
Surplus:	\$49,767.05	\$25,000
Accumulated Surplus:	\$31,983.78	\$40,000

Other Funders:**GRANT RECOMMENDATIONS****Recommended Amount:** \$2,900**Aggregate Score:** 37.5**Recommendation:**

Project Assistance is recommended for this immersive walking tour that aims to preserve and promote the history of Steveston through theatrical storytelling. The society is to be commended for creating a strong partnership with a local school, which provides students with unique professional development experience. Funding is recommended with the condition that performers be financially compensated.



Society: Tickle Me Pickle Theatre Sports Improv Society

Project Name: TMP Improv Season

Dates: July 2018-June 2019

Project Summary:

We wish to continue to provide Richmond with improv shows, improv workshops in schools classes, and improv team/club mentoring in schools for the 2018-2019 season. The TMP season includes regular skill and team development practices, professional development for our performing artists and performances, including the annual fundraising event entitled Laughter Is The Best Medicine.

Society Mission/Mandate:

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

Society History:

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

GRANT REQUEST

Requested Amount: \$5,000

Project Assistance Application for 2018

ATTACHMENT 3

Tickle Me Pickle Theatre Sports Improv Society**Summary Page 2**

Project Budget: \$11,060**Society Operating Budget:** \$11,060**MOST RECENT PREVIOUS GRANT(S)**

Year	Amount	Grant Program
2017	\$4,500	Project Assistance
2016	\$5,000	Project Assistance
2015	\$5,000	Project Assistance
2014	\$4,160	Project Assistance

FINANCIAL SUMMARY**Most Recently Completed Year****Proposed Year****Total Revenue:** \$11,672 \$11,060**Total Expenses:** \$11,417.15 \$11,060**Surplus:** \$254.85 \$725.29**Accumulated Surplus:** \$725.29 \$725.29**Other Funders:****GRANT RECOMMENDATIONS****Recommended Amount:** \$4,600**Aggregate Score:** 42.0**Recommendation:**

Project Assistance is recommended for this entertaining theatrical program that engages youth, adults and families. The society is to be commended for expanding its program offerings and is encouraged to continue to develop new projects and avenues to present their work.



Society: Vancouver Cantonese Opera

Project Name: The Bamboo Theatre

Dates: August 31 & September 1 (Friday & Saturday), 2018

Project Summary:

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

Society Mission/Mandate:

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

OUR ARTISTIC VISION & ORGANIZATIONAL OBJECTIVES

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

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

Society History:

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

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

Project Assistance Application for 2018**Vancouver Cantonese Opera****Summary Page 2**

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

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

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

The first Multicultural Heritage Festival was launched in 2012. In 2013, we partnered with City of Richmond in the presentation "Multicultural Heritage" Festival and the event was renamed to Bamboo Theatre in 2016. The attendance in 2017 was 45,000 (a huge increase from 2016 of 25,000).

GRANT REQUEST

Requested Amount:	\$5,000
Project Budget:	\$37,205
Society Operating Budget:	\$108,417

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$3,800	Project Assistance
2016	\$3,800	Project Assistance
2015	\$5,000	Project Assistance
2014	\$3,850	Project Assistance

FINANCIAL SUMMARY

Project Assistance Application for 2018**Vancouver Cantonese Opera****Summary Page 3**

<u>Most Recently Completed Year</u>		<u>Proposed Year</u>
Total Revenue:	\$115,061	\$108,417
Total Expenses:	\$131,495	\$106,413
Surplus:	(\$16,434)	\$2,004
Accumulated Surplus:	\$26,033	\$28,037

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

GRANT RECOMMENDATIONS

Recommended Amount: \$3,900

Aggregate Score: 43.0

Recommendation:

Project Assistance is recommended for this local presentation of Chinese culture, that brings the unique traditional art form of Cantonese opera to Chinese and non-Chinese audiences at no cost during the 2017 Richmond World Fest. The society has a strong track record of working with a diverse range of artists and cultural groups and is to be commended for contributing a significant portion of its budget towards creative fees which benefits local artists. They are also directed to improve their financial reporting.



Society: Vancouver International Sculpture Biennale

Project Name: BIG IDEAS Education Program in Richmond

Dates: February 2018 to June 2018

Project Summary:

Annually Richmond schools participate in the Vancouver Biennale BIG IDEAS program which brings local professional multi-disciplinary artists to schools helping learners develop creative and critical thinking skills essential to success in the workplace. Matching program grants are provided to schools. BIG IDEAS is a socially-inclusive program that connects all grades and schools. To date students from 43 Richmond classes (~1,000+ students) ranging from kindergarten to Grade 12 have benefited from the program.

Society Mission/Mandate:

The VANCOUVER BIENNALE is a non-profit community-based organization that celebrates art in public space by building community and transforming neighborhoods into an accessible OPEN AIR MUSEUM, where art is the catalyst for learning, community engagement, and social action. Our goal is to transform the urban landscape, creating globally inspired cultural experiences where people live, play, work, and transit. The Vancouver Biennale's artworks are located in high visibility public spaces that are free and accessible to everyone, via public transit, bike lanes or by car, showcasing the city as a vibrant international destination for the arts, which supports creativity and contributes to the local innovation economy. Our exhibitions integrate museum-calibre art into daily experience and bring a wide audience of people of all ages, cultural backgrounds, educational levels, and financial wherewithal together as a community to explore, learn, dialogue, and imagine. Our public outreach programs including lectures, talks, gatherings, school education programs, post-secondary learning resources, publications, and a strong online digital presence ensure a wide breadth of community engagement.

Society History:

The inaugural 2005-2007 Vancouver Biennale exhibition was an 18-month long exhibition featuring 24 international public art installations by 18 artists spread along oceanfront public parks throughout Vancouver and 16 public programs during the exhibition period. As a key exhibition partner of the Vancouver Biennale, Richmond hosted 7 art installations in 2009 – 2011. Richmond Art Gallery hosted 2 North American debut museum shows with community public programs. Aberdeen Centre Mall hosted an artist-in-residence and exhibited an art installation. Richmond also participated in the Bikennale which is a family-friendly bike ride across communities to explore public art installations. Water #10, installed at the River Road location as part of the 2009 -2011 exhibition, was subsequently purchased by Dava Development and donated the artwork to the City of Richmond. The Vancouver Biennale BIG IDEAS Education Program provides a framework where public art is an inspiration for cross-curricular project-based learning. BIG IDEAS in-School provides a matching grant bringing local professional artists to schools. The number of participating Richmond schools steadily grew from 2 classes in 2013 to 3 classes in 2014 to 13 classes (6 schools) in 2015 to 15 classes (6 schools) in 2016. . In 2017 there were 10 Richmond classes participating.

GRANT REQUEST

Project Assistance Application for 2018
Vancouver International Sculpture Biennale

ATTACHMENT 3

Summary Page 2

Requested Amount:	\$5,000
Project Budget:	\$25,820
Society Operating Budget:	\$1,004,500

MOST RECENT PREVIOUS GRANT(S)

N/A

FINANCIAL SUMMARY

<u>Most Recently Completed Year</u>	<u>Proposed Year</u>
Total Revenue:	\$769,256
Total Expenses:	\$688,796
Surplus:	\$80,460
Accumulated Surplus:	\$148,612

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$0

Aggregate Score: 27.5

Recommendation:

Funding is not recommended for the project by this Vancouver-based organization. The society is to be congratulated for their ongoing educational endeavours across the Lower Mainland, but is encouraged to reflect on how their proposed pre-defined project could relate specifically to Richmond.



Society: Vancouver Tagore Society
Project Name: West Coast Tagore Festival 2018
Dates: August 24-25, 2018

Project Summary:

West Coast Tagore Festival is an annual event in its 8th year. The Festival, held at Richmond with generous support from the City of Richmond, brings creative works, philosophy, visions and ideals of Nobel-laureate poet and world cultural icon Rabindranath Tagore to culturally and ethnically diverse communities. Multicultural artists of different age-groups present his poetry, songs, dances, dramas, paintings, etc. not only professionally, colorfully, vibrant and engaging way but also making them readily appreciable and assimilable by audience of different backgrounds.

Society Mission/Mandate:

The mission of Vancouver Tagore Society is to organize and promote social, cultural and intellectual events which celebrate diversity, intercultural harmony and universalism, and to raise awareness of Eastern philosophies and cultures with special emphasis on and guided by universal humanism, transcendental spirituality, thoughts and philosophy of Rabindranath Tagore, Asia's first Nobel-laureate in Literature, as expressed through his poems, songs, writings, plays, lectures, art, social reforms and other works. Additional mission includes engaging communities in intercultural interactions and development of artists versed in ethnic cultures and heritage, particularly Bengali and South Asian. Guided by Tagore's vision of "confluence of cultures", the Society strives to provide a broad platform for communities and artists/performers to gather together, reach across cultural boundaries and enrich local communities culturally and intellectually. The Society's mandate is to disseminate the profound message of peace, humanity and equality, and wonderfully rich creative works of Rabindranath 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. Over the last 7 years, VTS has organized 7 West Coast Tagore Festivals (4 of them 2-day events) at the Richmond Cultural Center annually from 2011 to 2016 and at the Richmond Gateway Theatre last year. In addition, the Society organized 2 Poetry Events (with music, dances, and refreshments) on the Rooftop Garden at the Cultural Center, and one International Women's Day program at the Councils Chambers. VTS has also participated as contributing partner in events held in Richmond, including the Richmond Multicultural Heritage Festival, International Peace Festival, Multicultural Mothers Day celebration, Autumn Dance Poetry (twice), Annual Literary Festival by WIN Canada, etc. In all the events organized by VTS in Richmond, a number of Richmond artists, poets and volunteers are always involved. Our events were inaugurated and/or graced by the Mayor Malcolm Brodie 3 times, Councillor Linda McPhail 3 times and Councillor Carol Day once.

Outside of Richmond, the Society has organized the "Tagore Spring Festival", a multicultural performing event for the last 3 years, in Surrey with City of Surrey Cultural Grants; and 1 dance-

Project Assistance Application for 2018
Vancouver Tagore Society

ATTACHMENT 3

Summary Page 2

drama and 1 music program at the Roundhouse Community Center, both with paid admissions. The Society has also participated as content partners in programs around the Lower Mainland.

GRANT REQUEST

Requested Amount: \$5,000
Project Budget: \$18,825
Society Operating Budget: \$50,759

MOST RECENT PREVIOUS GRANT(S)

Year	Amount	Grant Program
2017	\$3,800	Project Assistance
2016	\$4,250	Project Assistance
2015	\$3,920	Project Assistance
2014	\$3,120	Project Assistance

FINANCIAL SUMMARY

Most Recently Completed Year

Proposed Year

Total Revenue:	\$47,767	\$50,759
Total Expenses:	\$40,578	\$50,271
Surplus:	\$4,362	\$489
Accumulated Surplus:	\$7,188	\$489

Other Funders:

GRANT RECOMMENDATIONS

Recommended Amount: \$3,900

Aggregate Score: 42.5

Recommendation:

Project Assistance is recommended for this unique multicultural festival that continues to attract large audiences and integrates a mix of community and professional artists into its program. The society is to be commended for expanding its fundraising efforts and is encouraged to improve its marketing efforts and continue seeking out diverse income streams to help support the society's stable, long-term growth and development.

City of Richmond Arts and Culture Grants Program

Operating Assistance Guidelines



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

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

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

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

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

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

2018: Arts and Culture Grants Program Objectives and Description

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

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

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

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

Application Forms

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

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

Operating Assistance Eligibility Criteria

- Operating Assistance is for established organizations that have an ongoing presence in Richmond and a track record of quality public programs and services. Applicant must be based in Richmond, registered as a non-profit society in good standing with the Province of BC, having been established legally and in operation for at least two (2) years prior to the application deadline and have recently received City Grant funding and successfully completed the projects.
- Applicants must be based and active in Richmond and provide programming and services that are open to the public and publicized citywide, or in the case of umbrella organizations, must further the interests of artists, creators, arts organizations and elements of the arts community. The organization's activities can include policy development, advocacy, provision of professional services, and production of collective projects.
- Applicants must be independent organizations with clear mandates that include the provision of public programs and/or services with an arts and culture focus. Presented work must be primarily with and/or by local artists/performers/artisans (amateur and/or professional); activities may include some artists who are not Richmond residents.
- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information about these standards, please refer to the following organizations:
 - American Federation of Musicians: www.afm.org
 - Canadian Actors Equity Association: www.caea.com
 - Canadian League of Composers: www.clc-lcc.ca
 - Canadian Alliance of Dance Artists: www.cadadance.org
 - Professional Writers Association of Canada: www.pwac.ca
 - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca
- Applicants should have stable administration and artistic leadership, directed by recognized arts/culture professionals and/or experienced volunteers.
- Applicants must operate year-round in a fiscally responsible manner.
- Applicants must have other cash revenue sources for their activity that may include self-generated revenue (ticket sales, concession, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year: an un-audited statement endorsed by two signing officers (with balance sheet and income statement, at minimum), review engagement or audit.
- Operating grants are awarded up to a maximum of 30% of the annual operating budget, to a maximum request of \$10,000.

Ineligible Organizations

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

Ineligible Activities

- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which was started prior to the application deadline
- Capital projects
- Activity that is not artistic or cultural

- Start-up costs
- Seed money for projects or events
- Showcases or recitals for schools/organizations with an educational mandate

Assessment Criteria

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

Programming/Merit

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

Organizational Capacity

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

Impact

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

Assessment and Awarding of Grants

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

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

Council may:

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

Council has final approving authority.

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

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

Conditions of Assistance

Please note that if your organization receives a City Grant, the following conditions will apply:

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

Use of Funds

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

- It is expected that applicants will combine the Operating Assistance support they receive with other sources of revenue and financial investment (grants, donations, earned revenues) as well as in-kind support and contributions.
- Operating grants are provided to support the annual programming expenses and annual operating costs of the Society.
- Eligible use of Operating Assistance funds include, but are not exclusively limited to:
 - Fees and related expenses for artists, musicians, programming staff, cultural workers
 - Volunteer expenses (recruiting, training, support, etc.)
 - Production expenses (installation of artwork, equipment rental, costumes, sound, lights, etc.)
 - Marketing, community outreach and promotional expenses
 - Operating overheads (insurance coverage, rent, etc.)
- Ineligible uses of Operating Assistance support include but are not exclusively restricted to:
 - Deficit reduction

- Capital expenditures (i.e. construction, property renovations, equipment purchase, software, etc.)
- Organizations that forecast a deficit budget are not eligible for support.

Confidentiality

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

City of Richmond Arts and Culture Grants Program Project Assistance Guidelines



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

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

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

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

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

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

2018: Arts and Culture Grants Program Objectives and Description

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

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

Application Forms

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

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

Project Assistance Eligibility Criteria

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

Examples of Eligible Activity

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

- Artistic Residencies that facilitate learning, development and cultural exchange between professional artists or artisans and qualified host organizations. See Artistic Residencies, below.

Ineligible Organizations

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

Ineligible Activities

- Core-training, in-class or curriculum-based training, conferences, mentorships
- Bursaries or scholarships
- Contests or competitions
- Activity that is not artistic or cultural
- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which has started prior to the application deadline
- Capital projects
- Delivery of services and resources by Service Organizations

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

Artistic Residencies

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

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

Artistic Residencies (cont'd)

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

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

Assessment Criteria

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

Programming/Merit

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

Organizational Capacity

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

Impact

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

Assessment and Awarding of Grants

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

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

Council may:

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

Council has final approving authority.

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

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

Conditions of Assistance

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

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

Confidentiality

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



City of Richmond

Report to Committee

To: General Purposes Committee
From: Serena Lusk
Interim Director, Parks & Recreation
Date: January 16, 2018
File: 11-7000-01/2018-Vol
01
Re: 2018 Parks, Recreation and Community Events Grants

Staff Recommendation

That:

1. The 2018 Parks, Recreation and Community Events Grants be allocated, and cheques disbursed for a total of \$106,600, as identified in Attachment 1 of the staff report titled "2018 Parks, Recreation and Community Events Grants," dated January 16, 2018, from the Interim Director, Parks and Recreation.
2. The Sharing Farm be approved for the first year of a three-year funding cycle.
3. Steveston Community Society – Richmond Summer Project be approved for the first year of a three-year funding cycle.

Serena
Serena Lusk
Interim Director, Parks & Recreation
(604-233-3344)

Att. 4

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

Staff Report

Origin

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

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

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

2.2. *Effective social service networks.*

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

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

Findings of Fact

2018 Parks, Recreation and Community Events Grants Budget

The 2018 Parks, Recreation and Community Events Grants budget is \$108,235. This includes a 2.1 per cent cost of living increase over the 2017 budget as per the City Grant Policy 3712.

Notice Given and Applications Received

On October 10, 2017, notices were placed on the City Page and the City website, advising the public that applications were being accepted for the 2018 City Grant Programs until November 20, 2017. A link to the City website was included, which provided access to the online application system and reference materials, including a Grant Application User Guide and the 2018 Grant Program Guidelines for Parks, Recreation and Community Events (Attachment 4). Previous award applicants were also directly notified that the system was open for submissions. This is the fifth year that the City has employed a web-based system to facilitate a more efficient and effective application process.

In the Parks, Recreation and Community Events category, a total of 15 applications were received for a total request of \$257,482.51. A table outlining the 2018 grant requests and recommended grant allocations is provided in Attachment 1. Summary sheets of each grant applicant, generated directly from information submitted via the online application system, are provided in Attachment 2, along with staff comments and recommendations. As the contents of these summary sheets are taken verbatim from the applicants' submissions, they will replicate any errors or omissions made by the applicants.

As per the 2018 Grant Program Guidelines for Parks, Recreation and Community Events, a proposal must demonstrate that it primarily serves Richmond residents, to be considered eligible. Although some applicants serve wider geographic areas, the majority of requests received were to support operations and programs that primarily serve Richmond residents.

Application Submission Deadline

The application submission deadline for all City Grant Programs was November 20, 2017. All the applications in the Parks, Recreation and Community Events category were received prior to the deadline. City Grant Policy 3712 indicates that late applications will not be accepted and the online application system 'closes' the ability to apply after the deadline.

New Applications

There were two new applications in the Parks, Recreation and Community Events category:

- WEEqual Foundation; and
- Kajaks Track & Field Club.

Hamilton Community Association, a previous recipient of a 2014 Parks, Recreation and Community Events grant and WildResearch Society, a previous recipient of a 2016 Parks, Recreation and Community Events grant both submitted an application for a 2018 Parks, Recreation and Community Events grant.

Application Review Process

The Parks, Recreation and Community Events Grant Review Committee, consisting of eight staff members from the Community Services Division, reviewed the applications against a set of 23 criteria that was developed based on the 2018 Grant Program Guidelines for Parks, Recreation and Community Events (Attachment 3). Each application was systematically evaluated on five dichotomous (yes/no) questions regarding grant eligibility, and 18 Likert scale statements (9-point range from Strongly Disagree to Strongly Agree) regarding the applicant, its grant proposal's impact on community and engagement, budget and financials and the quality of its application.

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

Analysis

Parks, Recreation and Community Events Grants: 2015-2017 Application History and 2018 Recommendations

Table 1: Number of applications, allocations and recommendations:

2015-2017 Applications, Allocations and Recommendations*				2018 Recommendations
	2015	2016	2017	2018
Total number of applications	10	15	14	15
New applicants	0	5	2	2
Late applications	0	0	0	0
Grants denied (did not meet criteria)	0	2	3	2
Partial amount of request recommended	10	13	11	13
Full amount of request recommended	0	0	0	0
Minor request (\$5000 or less)	4	4	6	7
Total amount requested	\$147,595	\$210,974.22	\$252,466.60	\$257,482.51
Total budget	\$101,494	\$103,828.00	\$106,008.00	\$108,235.00
Total Parks, Recreation and Community Events Grant funds allocated	\$99,750	\$100,700.00	\$103,250.00	\$106,600.00

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

Thirteen out of 15 applicants are recommended for partial funding. The principal reasons for partial funding are:

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

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

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

The Parks, Recreation and Community Events Grant Review Committee recommends that the following two applicants not be awarded a Parks, Recreation and Community Events grant:

1. Canadian Association of Russian Jews; and
2. WEqual Foundation.

The Canadian Association of Russian Jews is not recommended to receive a 2018 Parks, Recreation and Community Events grant due to insufficient information about the applicant and the proposed event, lack of demonstrated organizational efficiency, effectiveness and stability, lack of partnerships and insufficient community benefit demonstrated. The applicant also scored low on its overall grant application.

WEqual Foundation was not recommended for a 2018 Parks, Recreation and Community Events grant due to offering services which are currently available at Richmond community centres, not providing sufficient detail in their application about their organization and not demonstrating any strong partnerships or how their organization contributes to community building. Overall, WEqual scored low on its grant application due to a lack of clarity, completeness and quality in the application submission.

Minor/Major Grant Requests

There are two streams of applications: one for minor (\$5,000 or less), and one for major (over \$5,000) grant requests. Although both grant types require financial documents and signatures, a minor grant application requires fewer sections to be completed. The full application form is required for major grants or multi-year funding cycle requests.

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

1. Canadian Association of Russian Jews;
2. East Richmond Community Association;
3. Hamilton Community Association;
4. Kajaks Track & Field Club;
5. Richmond Museum Society;
6. Sea Island Community Association; and
7. WEqual Foundation.

Multi-Year Funding Request

City Grant Policy 3712, which was adopted in 2011, allows applicants whom have received City Grants for the same purpose for a minimum of the five most recent consecutive years, the option of applying for a maximum three-year funding cycle. In the first year of a cycle, the full application form is required. For the following two years, the applicant is required to complete fewer questions, but must submit the required documents and signatures with each application. For each three-year cycle, grants are recommended, rather than assured. Council reviews recommendations to fund each subsequent year of a cycle.

Four organizations applied for multi-year funding:

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

The Sharing Farm Society has applied for multi-year funding, and is eligible as it meets the criteria for the first year of a three-year cycle. It is recommended that The Sharing Farm Society be approved for the first year of a multi-year funding cycle.

Sea Island Community Association applied for multi-year funding, but is ineligible as it submitted an abridged (minor) application form instead of a full (major) application form for the first year. It is recommended that Sea Island Community Association not be approved for a three-year funding cycle, but be approved for consideration as a minor grant application.

Steveston Community Society – Richmond Summer Project, which applied for and met the criteria for multi-year funding in 2015, completed the final year of a three-year cycle last year in 2017. This year the organization has applied for the first year of another three-year cycle. It is recommended that Steveston Community Society – Richmond Summer Project be approved for the first year of a multi-year funding cycle.

WildResearch Society applied for multi-year funding, but is ineligible as it has only applied for City Grants for the same purpose for the past two consecutive years and was not successful in being approved for funding one of those years. It is recommended that WildResearch Society not be approved for a three-year funding cycle, but be approved for consideration as a minor grant application.

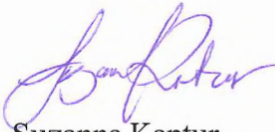
Financial Impact

The 2018 Parks, Recreation and Community Events Grant budget is \$108,235. A total of \$106,600 is recommended for disbursement (Attachment 1).

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 recommends that 2018 Parks, Recreation and Community Events Grants be allocated as indicated in Attachment 1 for the benefit of Richmond residents.



Suzanna Kaptur
Research Planner 2
(604-233-3321)

- Att. 1: 2018 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations
- 2: 2018 Parks, Recreation and Community Events Grants – Application Summary Sheets
- 3: 2018 Parks, Recreation and Community Events Grants – Application Scoring Criteria
- 4: 2018 Grant Program Guidelines

2018 Parks, Recreation and Community Events Grants – Outline of Requests and Recommended Allocations						
Applicant Name	2017 GRANT	2018 REQUEST	2018 RECOM.	MULTI YEAR RECOM.	COMMENT SUMMARY	SEE ATT 2 PAGE NO.
Canadian Association of Russian Jews	N/A	\$ 5,000.00	\$ -	N/A	Cultural events (concerts) organized by the Canadian Association of Russian Jews.	1
East Richmond Community Association	N/A	\$ 1,500.00	\$ 950.00	Single Year	The funding is needed to support three events at King George Park in the Summer of 2018.	4
Hamilton Community Association	N/A	\$ 3,800.00	\$ 850.00	Single Year	The funding is needed to support the Hamilton Night Out event, which celebrates Richmond's distinct and vibrant cultural diversity.	7
Kajaks Track & Field Club	N/A	\$ 5,000.00	\$ 1,000.00	Single Year	The funding is needed to support personnel salaries and benefits.	11
Kidsport - Richmond Chapter	\$20,758.00	\$ 25,000.00	\$ 21,800.00	Single Year	Subsidizes costs for organized sport experiences for low-income children who may not otherwise be able to participate.	14
Richmond Agricultural and Industrial Society	\$ 7,150.00	\$ 55,600.00	\$ 7,500.00	Single Year	Steveston Salmon Festival, including children and youth festivals, cultural displays and demos, entertainment, food vendors, and trade and art shows.	17
Richmond Chinese Community Society	\$ 1,800.00	\$ 10,800.00	\$ 1,850.00	Single Year	To support the organization in providing updated equipment such as computers, printers and TV monitors for their workshops and programs which are in great demand by their members of all ages.	20
Richmond Fitness and Wellness Association	\$ 11,500.00	\$ 18,000.00	\$ 11,800.00	Single Year	Facilitate free walking programs/opportunities in Richmond.	23
Richmond Food Security Society	\$ 9,800.00	\$ 16,500.00	\$ 10,000.00	Single Year	Core operations, including Community Gardens, Seed Library, Fruit Recovery, Stir It Up Youth Community Kitchen, Get Rooted Youth Leadership, Local Food Guide, events and research.	26
Richmond Museum Society	\$ 1,500.00	\$ 5,000.00	\$ 1,550.00	Single Year	Volunteer support, program materials, promotion expenses and local artist/musician fees for Doors Open Richmond.	30
Sea Island Community Association	\$ 750.00	\$ 1,000.00	\$ 800.00	Single Year	To support the Burkeville Daze 2018 event.	34
Steveston Community Society - Richmond Summer Project	\$ 27,500.00	\$ 50,000.00	\$ 27,500.00	Multi Year - Year 1	Wages for City Summer day camp administrator and 1-3 Roving Leaders.	37
Sharing Farm Society	\$ 18,000.00	\$ 30,000.00	\$ 19,000.00	Multi Year - Year 1	To support The Sharing Farm in maintaining their impact by growing food to feed low-income Richmond families. Personnel salaries and supplies related to the applicant's core operations.	40
WEqual Foundation	N/A	\$ 5,000.00	\$ -	N/A	The organization's goal is to advance badminton access to Richmond residents, through promoting badminton as a backyard sport.	43
WildResearch Society	N/A	\$ 25,282.51	\$ 2,000.00	Single Year	To support WildResearch's mission to build, train, and educate a community that contributes to conservation science. Also, to support WildResearch in connecting Richmond residents to nature.	46
Totals	\$ 98,758.00	\$ 257,482.51	\$ 106,600.00			
2018 PRCE Grant Budget		\$ 108,235.00	\$ 108,235.00			
Remaining Funds		-\$ 149,247.51	\$ 1,635.00			

**Grant Application Summary for 2018
Parks, Recreation & Community Events Program**

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

Society: Canadian Association of Russian Jews
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Grant for CARJ activities for Richmond residents
Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable): February 3, 2018 **End Date (if applicable):** June 23, 2018

Number To Be Served: 550

Richmond Residents: 300

Grant Request Summary:

1) Feb 3, 2018 "Stars of the Jewish Culture" concert at the Gateway Theater dedicated to 70th anniversary of the independence of the State of Israel. We will have both local talent (singers and musicians) as well as some international guest performers from Israel, USA, Russia and Ukraine. We hope to give members of Richmond's Jewish community a memorable gathering and celebration, and to invite the greater community to share in this too. The idea behind this production is to help promote world peace and encourage a better understanding and acceptance of all cultures.

2) Children's talent show - June 2018. The timing of this is designed to coincide with the end of the school-year for both High school and Elementary. To be held at the Scottish Cultural Center (in Marpole, Vancouver) conveniently located just over the bridge from Richmond. The idea is to showcase various talents of kids of various ages.

Richmond Services Received by Your Organization:

Gateway theater and the Scottish cultural center are providing us with their non-profit organization rental rate

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$0.00	\$0.00
Total Expenses:	\$0.00	\$0.00
Annual Surplus or (Deficit):	\$0.00	\$0.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Parks, Recreation & Community Events 2018
Canadian Association of Russian Jews

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

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Last set of statements is for 2015. There has been no activity in 2016

Current Year:

No activity in 2017

Explanation for Accumulated Surplus or (Deficit):

NA

MOST RECENT PREVIOUS GRANT(S) (if applicable)

N/A

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$800.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$300.00
Office Rent or Mortgage	\$3,600.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$300.00

Gifts for performers

TOTAL \$5,000.00

Financial Assistance from Other Sources (if applicable)

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

Amount Your Society will Provide: \$0.00

Total Proposed Budget: \$5,000.00

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$0

Recommendation:

**Staff Comments /
Conditions:**

**Grant Application Summary for 2018
Parks, Recreation & Community Events Program**

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

Society: East Richmond Community Association
Grant Type: \$5,000 or Less Single Year
Grant Request: \$1,500
Proposal Title: Summer Fun Nights 2016
Grant Purpose: Community Service / Program / Event - One-time Activity

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

Number To Be Served: 1400
Richmond Residents: 1000

Grant Request Summary:

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

Richmond Services Received by Your Organization:

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

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

Parks, Recreation & Community Events 2018
East Richmond Community Association

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$924,270.53	\$963,497.87
Total Expenses:	\$913,642.99	\$922,826.68
Annual Surplus or (Deficit):	\$10,627.95	\$40,671.19
Accumulated Surplus or (Deficit):	\$54,021.23	\$94,683.32

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Program registration increased over what was projected.

Current Year:

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

Explanation for Accumulated Surplus or (Deficit):

For projects and community initiatives in progress

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$2,384.00	Child Care Capital Grant
2016	\$750.00	Parks, Rec and Community Events
2015	\$500.00	Parks, Rec and Community Events
2014	\$500.00	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$2,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$250.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,660.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$3,850.00

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

Parks, Recreation & Community Events 2018
East Richmond Community Association

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Entertainment = \$400

Promotions = \$675 Movie = \$2150

TOTAL **\$7,760.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Church's Chicken	Amount	3000
Funder 2 Name	Volendam Automotive	Amount	300
Funder 3 Name	Richmond Funeral Home	Amount	200

Amount Your Society will Provide: **\$5,200.00**

Total Proposed Budget: **\$7,500.00**

GRANT RECOMMENDATIONS

Recommended
Amount: \$950

Recommendation: Recommended for single year funding.

Staff Comments /
Conditions: None

**Grant Application Summary for 2018
Parks, Recreation & Community Events Program**

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

Society: Hamilton Community Association**Grant Type:** \$5,000 or Less Single Year**Grant Request:** \$3,800**Proposal Title:** Hamilton Night Out**Grant Purpose:** Community Service / Program / Event - One-time Activity**Start Date (if applicable):** January 2, 2018 **End Date (if applicable):** June 22, 2018**Number To Be Served:** 1500**Richmond Residents:** 1400**Grant Request Summary:**

Hamilton Night Out celebrates Richmond's distinct and vibrant cultural diversity. Each year Hamilton Community Association partners with local organizations and brings together families from different ethnic backgrounds in a fun safe environment that encourages community building. For 2018, we are ready to build and engage more of the community by adding to the event and advertising more effectively to the community.

New items: (Total cost \$5,000)

- Social media advertising plan \$300
- Stage \$1,200
- Entertainment by local Richmond and Lower Mainland artists \$1,500
- Interactive sports game \$2,000

The aim of the project is to:

- 1) Increase attendance
- 2) Expand the current event
- 3) Add more value to attendees
- 4) Increase engagement with youth, young adult and senior demographics

Parks, Recreation & Community Events 2018
Hamilton Community Association

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

- 5) Add more value to corporate sponsors

Richmond Services Received by Your Organization:

We recently put in a request with Richmond Community Foundation for a grant of \$5,000. We have been approved for \$1500 towards this event. We are seeking additional funds from the City of Richmond to execute our plans for further growth and engagement.

In the past, we have not had an advertising budget for Hamilton Night Out. In 2018, we will implement a strategic marketing plan on social media. We will create a Facebook event and boost the event page with a \$300 budget, two months prior to the event. We will also regularly post in the Facebook event page to increase engagement throughout the peak advertising period (2 months prior to event). We will target Richmond residences that are not currently engaged with Hamilton Community Association online.

A small strategic placement of marketing budget will allow us to reach approximately 6,500 – 17,000 potential attendees that have not hear about Hamilton Night Out. This plan will lead to a growth in our attendance from 700-800 attendees to 1500 attendees.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$613,195.78	\$636,358.20
Total Expenses:	\$611,441.83	\$634,940.20
Annual Surplus or (Deficit):	\$1,753.95	\$1,418.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

2016

Current Year:

2017

Explanation for Accumulated Surplus or (Deficit):

We accumulate very little surplus each year.

Parks, Recreation & Community Events 2018
Hamilton Community Association

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2014	\$500.00	Parks, Rec and Community Events
2013	\$20,000.00	Child Care Capital
2013	\$1,000.00	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	3800.00

Social media advertising

- Social media advertising plan \$300
- Entertainment by local Richmond and Lower Mainland artists \$1,500
- Interactive sports game \$2,000

TOTAL **\$3,800.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Richmond Community Foundation	Amount	1500.00
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

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

Parks, Recreation & Community Events 2018
Hamilton Community Association

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 4

Total Proposed Budget:

\$5,300.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$850

Recommendation:

Recommended for single year funding.

Staff Comments /

Conditions:

None

**Grant Application Summary for 2018
Parks, Recreation & Community Events Program**

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

Society: Kajaks Track & Field Club**Grant Type:** \$5,000 or Less Single Year**Grant Request:** \$5,000**Proposal Title:** Coaching Assistance**Grant Purpose:** Operating Assistance**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 205**Richmond Residents:** 195**Grant Request Summary:**

The Kajaks Club has been a long standing athletic club in Richmond. In the process of rebuilding the club and providing appropriate levels of coaching to our athlete members, we require additional funds to support our other fundraising and membership fees. Solely raising fees will put too much financial pressure on athlete families. Additional coaching will eventually allow membership levels to rise as the Club has been at capacity for many years.

Richmond Services Received by Your Organization:

use of the Clement Track and Collier Throwing Centre, value unknown.

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$151,289.00	\$177,950.00
Total Expenses:	\$132,808.00	\$189,220.00
Annual Surplus or (Deficit):	\$18,481.00	(\$11,270.00)
Accumulated Surplus or (Deficit):	\$46,350.00	\$35,080.00

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

Surplus was generated as equipment purchases were delayed pending financial results for the year, and coaching was understaffed.

Current Year:

A deficit was budgeted as coaching honorariums increased as required to maintain an adequate level of coaches.

Explanation for Accumulated Surplus or (Deficit):

Parks, Recreation & Community Events 2018
Kajaks Track & Field Club

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

Roughly \$30,000 is targeted as the accumulated surplus to fund operations through the year. Kajaks does not have lines of credit or the ability to fund cash shortfalls.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

N/A

PROPOSED CITY GRANT USE

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

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Province of BC Community Gaming Grant	Amount	12700
Funder 2 Name		Amount	\$0.00
Funder 3 Name		Amount	\$0.00

Amount Your Society will Provide: **\$42,020.00**

Total Proposed Budget: **\$59,720.00**

GRANT RECOMMENDATIONS

Recommended Amount: \$1,000

Recommendation: Recommended for single year funding.

Parks, Recreation & Community Events 2018
Kajaks Track & Field Club

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

Staff Comments /
Conditions:

None

**Grant Application for 2018****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:** \$25,000**Proposal Title:** KidSport™ Grant**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 300**Richmond Residents:** 300**Grant Request Summary:**

Social and economic obstacles can prevent some young people from participating in organized community and school sports. Kidsport Richmond will help families in need overcome the financial barrier that may exist to ensure their children will be able to participate in a sport of their choice. Our funding criteria includes the following: - children and youth up to 18 years of age; - KidSport application Forms must be completed, reviewed and verified by an appropriate financial verifier who is in a professional relationship with the family and would be aware of the financial situation of the family in question; - Sport programs, the fees for which the applicant wishes to be subsidized, must be affiliated with Sport BC; - Up to \$500/applicant/year may be granted, can be applied only to registration fees during the season the sport is in session. Many Chapters of KidSport in the Province of BC provide grants of \$400 and \$500 per child per year. We currently fully fund more than 75% of applicants. Grants are paid directly to the local sport organization or secondary school and not the family or child. The sport organization must be affiliated with Sport BC.

Richmond Services Received by Your Organization:

None

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$55,958.00	\$121,000.00
Total Expenses:	\$81,495.00	\$98,000.00
Annual Surplus or (Deficit):	(\$25,537.00)	\$23,000.00
Accumulated Surplus or (Deficit):	\$26,958.00	\$49,958.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

In 2016 there was no transfer of money from the KidSport Fundraising Banquet. So that we could decrease the surplus.

Current Year:

The accumulated surplus from 2016 has combined with the 2017 projected surplus to give Kidsport a accumulated surplus of \$50,000. Part of this surplus can be accounted for from one time donations such as: Mayor Brodie's fundraising dinner (\$13,500), Creospenner Foundations \$2,500, 5C Golf Tournament was \$2,500 more than projected, \$5,500 one time donation from Richmond FC Stoke Soccer Clinic, \$2,500 from Source Office Furniture and Columbia Chrysler of \$3,500. .

An accumulated surplus from 2016 was applied to 2017 to allow a disbursements without entering a deficit situation. Surplus decreased by \$23,000 in 2017. More income in 2017 so we spent surplus from the previous year.

In 2016 there was a surplus of \$26,092.00. We raised more money than expected. As of November 2017, we currently have 25 outstanding cheques worth \$19,000 to various community sport groups. In June of 2016 we increased our maximum grants per child from \$350 to \$500 per year to assist children from financially challenged families in Richmond. consequently per child grants have increased significantly over previous years.

Explanation for Accumulated Surplus or (Deficit):

The surplus is carried from year to year to cover with timing issues for cash flow. Grants and donations do not come to us in an equal amount each month and or are guaranteed annually. This way we always have sufficient financial resources to fund approved applications each month and not having to wait for needed grants or donations. At the end of 2017, KidSport Richmond will have a liability of approximately \$25,000 in outstanding cheques that were issued in 2017 but will be cashed in 2018.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$20,758	Parks, Rec and Community Events
2016	\$19,000	Parks, Rec and Community Events
2015	\$16,500	Parks, Rec and Community Events
2014	\$11,000	Parks, Rec and Community Events

Parks, Recreation & Community Events 2018
Kidsport - Richmond Chapter

Over \$5000

ATTACHMENT 2

Single Year

Summary Page 3

PROPOSED CITY GRANT USE

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

Provide partial sport registration fees (up to \$500) for needy children and youth who reside in Richmond to participate in community sports that are affiliated to Sport BC..

TOTAL **\$25,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Coast Capital Savings Credit Union	\$5,000
	Community Investment Fund	
Funder 2 Name	BC Government	\$5,000
Funder 3 Name	Hamber Foundation	\$4,000

Amount Your Society will Provide: **\$27,750.00**

Total Proposed Budget: **\$93,350.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$21,800

Recommendation: Recommended for single year funding.

**Staff Comments /
Conditions:** None

**Grant Application for 2018****Parks, Recreation & Community Events Program**

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

Society: Richmond Agricultural and Industrial Society**Grant Type:** Over \$5000 Single Year**Grant Request:** \$55,600**Proposal Title:** 73rd Annual Steveston Salmon Festival**Grant Purpose:** Community Service / Program / Event - One-time Activity**Start Date (if applicable):** 7/1/2018**End Date (if applicable):** 7/1/2018**Number To Be Served:** 100000**Richmond Residents:** 30000**Grant Request Summary:**

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

Richmond Services Received by Your Organization:

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

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$185,953.29	\$265,878.00
Total Expenses:	\$170,700.44	\$242,050.00
Annual Surplus or (Deficit):	\$15,252.85	\$23,828.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

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

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

Current Year:

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

Parks, Recreation & Community Events 2018
Richmond Agricultural and Industrial Society

Over \$5000

ATTACHMENT 2

Single Year

Summary Page 2

Centre; continuing to build a fund for playground improvements.

Explanation for Accumulated Surplus or (Deficit):

Any surplus funds at the FYE are transferred to the Steveston Community Society as a donation to support the ongoing projects and programs of the Steveston Community Centre; continuing to build a fund for playground improvements.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$7,150	Parks, Rec and Community Events
2016	\$7,150	Parks, Rec and Community Events
2015	\$11,000	Parks, Rec and Community Events
2014	\$11,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$11,750.00
Consultant Services	\$2,000.00
Volunteer Support (e.g. expenses, recognition)	\$4,250.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$2,200.00
Equipment	\$7,900.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Others	\$27,500

security \$9500; Main Stage \$10000; advertising \$6000; rentals \$3000; environmental \$500

TOTAL \$55,600.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Government of Canada - Canada Summer Jobs Program	\$10,000
Funder 2 Name	TD	\$10,000
Funder 3 Name	United Rentals	\$13,500

Amount Your Society will Provide:

\$90,653.00

Total Proposed Budget:

\$265,878.00

Parks, Recreation & Community Events 2018
Richmond Agricultural and Industrial Society

Over \$5000

ATTACHMENT 2
Single Year
Summary Page 3

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$7,500

Recommendation:

**Staff Comments /
Conditions:**

**Grant Application for 2018****Parks, Recreation & Community Events Program**

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

Society: Richmond Chinese Community Society**Grant Type:** Over \$5000 Single Year**Grant Request:** \$10,800**Proposal Title:** Bridging Cultures and Promoting Intercultural Diversity in Richmond**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 25000**Richmond Residents:** 22000**Grant Request Summary:**

This grant proposal is to increase the capacity of bridging cultures and promoting intercultural diversity by provide unique programs and services to the Richmond community. We are a Society with 28 years of experience and services to our community. We are different from other community centres in Richmond, as we provide services and programs to bridge the Chinese Canadians and different culture community groups. We were recognized by the Province of BC and the City of Richmond for Promoting Unity (2009) and received the Community Spirit Award from City of Richmond for outstanding contributions to intercultural diversity in the community (2005).

With the approval of this grant request, we will be able to continue providing services to more individuals and community groups in Richmond. Specifically, this grant will allow us to expand our services so that we can serve more people in the community and increase promotions of our community partners, such as Richmond Cares Richmond Gives, Minoru Seniors Society, Richmond Family Place and Richmond Public Library, just to name a few. We will have more supplies and promotional materials at our community events. This grant will help to provide updated technology equipment such as computers, printers and TV monitors for our workshops and programs which are of great demand by our community members of all ages.

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:	\$350,454.00	\$321,800.00
Total Expenses:	\$345,677.00	\$321,800.00

Parks, Recreation & Community Events 2018
Richmond Chinese Community Society

ATTACHMENT 2
Over \$5000 Single Year
Summary Page 2

Annual Surplus or (Deficit):	\$4,777.00	\$0.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

The surplus of \$4,777 from last year is spent to cover the office move expenses in 2017.

Current Year:

N/A

Explanation for Accumulated Surplus or (Deficit):

N/A

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$1,800	Parks, Rec and Community Events
2016	\$1,800	Parks, Rec and Community Events
2014	\$3,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$2,000.00
Volunteer Support (e.g. expenses, recognition)	\$750.00
Office Rent or Mortgage	\$1,500.00
Utilities and Telephone	\$850.00
Supplies	\$1,600.00
Equipment	\$2,300.00
Photocopying	\$700.00
Program Materials	\$1,100.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$10,800.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

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

Parks, Recreation & Community Events 2018
Richmond Chinese Community Society

Over \$5000

ATTACHMENT 2

Single Year

Summary Page 3

Total Proposed Budget:

\$10,800.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$1,850

Recommendation:

Recommended for single year funding.

Staff Comments /

Conditions:

None

**Grant Application for 2018****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:** \$18,000**Proposal Title:** Walk Richmond Program**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 3000**Richmond Residents:** 3000**Grant Request Summary:**

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

1. Continuing to coordinate and enhance the well-established, free, drop-in Walk Richmond program;
2. Building community capacity through supporting the development of sustainable and independent walking opportunities with less-connected populations in Richmond through community outreach efforts such as the StoryWalks Program with the Richmond Public Library;
3. Fostering partnerships with key community stakeholders in order to decrease the barriers to participation in physical activity outdoors such as the Sense of Wonder Walk in partnership with the Richmond Nature Park Society.

Richmond Services Received by Your Organization:

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

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$22,800.00	\$32,059.00
Total Expenses:	\$25,255.00	\$25,535.00
Annual Surplus or (Deficit):	(\$2,455.00)	\$6,524.00
Accumulated Surplus or (Deficit):	\$0.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

The RFWA does not offer any user pay services or programs and therefore has a limited ability to generate income. Continuing to fund and enhance the Walk Richmond program as planned will deplete remaining reserve funds if grant funding is not received. The surplus indicated in the 2018 budget is contingent on anticipated service revenue from the Minoru Centre for Active Living opening as expected.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$11,500	Parks, Rec and Community Events
2016	\$11,000	Parks, Rec and Community Events
2015	\$10,000	Parks, Rec and Community Events
2014	\$8,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$13,500.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$500.00
Equipment	\$500.00
Photocopying	\$0.00
Program Materials	\$1,000.00
Local Travel	\$0.00
Other	\$1,500

\$500 towards the Sense of Wonder Walk in partnership with the Richmond Nature Park Society.

Parks, Recreation & Community Events 2018
Richmond Fitness and Wellness Association

Over \$5000

ATTACHMENT 2

Single Year

Summary Page 3

\$1000 towards the development of StoryWalk kits in
partnership with the Richmond Public Library.

TOTAL

\$18,000.00

Financial Assistance from Other Sources (if applicable):

Funder 1 Name

Funder 2 Name

Funder 3 Name

Amount Your Society will Provide:

\$0.00

Total Proposed Budget:

\$18,000.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$11,800

Recommendation:

Single year funding recommended.

Staff Comments /

Conditions:

None

**Grant Application for 2018****Parks, Recreation & Community Events Program**

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

Society: Richmond Food Security Society**Grant Type: Over \$5000 Single Year****Grant Request: \$16,500****Proposal Title: Building a Food Secure Richmond****Grant Purpose: Operating Assistance****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 9565****Richmond Residents: 9565****Grant Request Summary:**

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

Our current programs are:

Community Gardens: 320 plots at nine sites for residents to grow organic delicious organic produce,

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

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

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

Kids in the Garden: a new initiative launched in 2017 building on the success of Richmond Schoolyard Society, this program educates children in hands-on, integrative gardening workshops, collaboratively integrated into the classroom.

Events include Seedy Saturday, and partnering with the City on Harvest Festival, and

resources include the Local Eating Guide: a map to Richmond's farms.

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

Grow a food literate community, by offering high quality programs and events, and helping form a Food Systems Advisory Committee,

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

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

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

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$190,516.62	\$157,554.00
Total Expenses:	\$180,921.14	\$144,897.00
Annual Surplus or (Deficit):	\$10,426.83	\$12,657.00
Accumulated Surplus or (Deficit):	\$10,768.54	\$23,425.54

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

We worked hard to stabilize the organization financially in 2016/2017, and ended the last fiscal year with close to \$11,000 in unrestricted funds. We plan to continue building this surplus until we have three months work of funds on hand.

Current Year:

Parks, Recreation & Community Events 2018
Richmond Food Security Society

Over \$5000

ATTACHMENT 2

Single Year

Summary Page 3

Lead by an established Executive Director and a dedicated Board of Directors encompassing individuals with proven success in project management, urban land economics, accounting, entrepreneurship, and resource management, we are on track towards another year of growth and stability in the 2017/2018 fiscal year. At just over half way through the year, we are projecting revenues of close to \$160,000, and expenses close to \$150,000. We are actively working to continue building our financial surplus to protect us against the unexpected.

Explanation for Accumulated Surplus or (Deficit):

We continue to further an unrestricted financial surplus to ensure quick response to community need, financial and operational demands, as well as tackle projects that are harder to fund. Having successfully held our annual fundraiser - Richmond Eats: the Local Eating Challenge for three consecutive years, we intend to join our efforts with external funding to further our mission, increase organizational stability, and optimize the quality and capacity of our core programs. Striving to elicit long-term food systems change, support in the form of core funding would be extremely beneficial for our financial resilience and ability to meet high community demand for programs such as the Community Gardens program (for which there is currently a waitlist of 300+ Richmond residents).

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$9,800	Health, Social & Safety
2016	\$5,166	Health, Social & Safety
2015	\$5,050	Health, Social & Safety
2014	\$5,000	Health, Social & Safety

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$11,500.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$1,500.00
Equipment	\$1,000.00
Photocopying	\$500.00
Program Materials	\$1,000.00
Local Travel	\$500.00
Other	\$0.00
TOTAL	<u>\$16,500.00</u>

Parks, Recreation & Community Events 2018
Richmond Food Security Society

Over \$5000

ATTACHMENT 2

Single Year

Summary Page 4

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver Coastal Health	\$39,000
Funder 2 Name	BC Gaming	\$29,500
Funder 3 Name	TD Friends of the Environment Foundation	\$15,000

Amount Your Society will Provide: \$10,000.00

Total Proposed Budget: \$176,500.00

GRANT RECOMMENDATIONS

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

Recommendation:

**Staff Comments /
Conditions:**

**Grant Application Summary for 2018
Parks, Recreation & Community Events Program**

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

Society: Richmond Museum Society
Grant Type: \$5,000 or Less Single Year
Grant Request: \$5,000
Proposal Title: Doors Open Richmond 2018
Grant Purpose: Community Service / Program / Event - Ongoing

Start Date (if applicable): **End Date (if applicable):**
Number To Be Served: 15,600 site visits
Richmond Residents: 10,764

Grant Request Summary:

Doors Open Richmond (DOR) 2018 begins on Friday, June 1 with an opening celebration at the Richmond Cultural Centre followed by the City-wide event on Saturday, June 2 and Sunday, June 3. Since 2008, DOR has seen 184,305 site visits from all ages to destinations as diverse as city facilities, national historic sites, museums, galleries and artists' studios through to places of worship, parks and specialty businesses. DOR meets the City of Richmond Council Term Goal 2: A Vibrant, Active and Connected City by addressing three out of its four priorities. Council Priority 2.1: Strong Neighbourhoods: For 10 years, DOR has provided visitors with free access for up to 50 cultural destinations, showcasing the City's rich heritage and artistic and cultural diversity. Council Priority 2.3: Outstanding places, programs and services that support active living, wellness and a sense of belonging: DOR promotes active living and wellness by partnering with Walk Richmond to offer a free accessible walk between major heritage sites. A number of sites clustered in Steveston and Richmond City Centre create walkable core areas. DOR map brochures encourage visitors to access sites using public transit and bike paths and add to a sense of belonging. The event celebrates the best of the city's art and cultural destinations. It helps to create within its citizenry a sense of curiosity, pride and belonging in their neighbourhoods. In 2017, 69% of DOR visitors came from Richmond, demonstrating huge local support for the event, with strong interest also from out of town visitors. Council Priority 2.4: Vibrant arts, culture and heritage opportunities: DOR offers individuals and groups from arts, culture and heritage backgrounds a weekend event to promote their activities, organizations and sites to the public. It also provides between 150 and 385 volunteers aged 15 years plus with various skills and leadership opportunities.

Richmond Services Received by Your Organization:

Based on 2015/2016 pay rates, Doors Open Richmond currently receives in-kind City of Richmond staff support of approximately \$46,594:

Parks, Recreation & Community Events 2018
Richmond Museum Society

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

- \$28,368 – 40% salary contribution for Doors Open Richmond Chair
- \$11,238 – salary contribution for auxiliary support staff
- \$3,960 - 5% annual salary of Richmond Museum's Curator of Collections
- \$3,028 – salary contribution of Production and Communication staff

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$98,737.00	\$94,893.00
Total Expenses:	\$87,388.00	\$104,865.00
Annual Surplus or (Deficit):	\$2,419.00	(\$9,972.00)
Accumulated Surplus or (Deficit):	\$54,807.00	\$0.00

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

2016: The surplus is a result of investment funds which are set aside as dedicated restricted funds for special projects, museum planning and exhibitions. Please note the line item of interfund transfers of \$20,000 is a bank mandated guarantor hold for society credit cards.

Current Year:

2017: In the past the RMS restricted funds for annual programs like Doors Open or Heritage. This has stopped from 2017 onward. As a result, these programs will under or overspend accordingly as required to meet basic program needs. The RMS also had a large surplus in 2016, which was reduced accordingly.

NB: The Accumulated Surplus for 2017 will be calculated in December 2017 as part of end of year financial reporting.

Explanation for Accumulated Surplus or (Deficit):

2017: The surplus is a result of investment funds which are set aside as dedicated restricted funds for special projects, museum planning and exhibitions. Please note the line item of interfund transfers of \$20,000 is to hold for society credit cards.

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

Parks, Recreation & Community Events 2018
Richmond Museum Society

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 3

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$1,500.00	Parks, Rec and Community Events
2016	\$1,500.00	Parks, Rec and Community Events
2015	\$1,500.00	Parks, Rec and Community Events
2014	\$1,500.00	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$0.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$1,000.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$3,500.00
Local Travel	\$0.00
Others	\$500.00

\$500 toward paying for a local artist to perform at the Opening Celebration
--

TOTAL **\$5,000.00**

Financial Assistance from Other Sources (if applicable)

Funder 1 Name	Heritage Canada - BCAH Grant	Amount	\$2,700.00
Funder 2 Name	Private and City Organization Related Sponsorship	Amount	5000.00
Funder 3 Name	Richmond Museum Society	Amount	5600.00

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

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

GRANT RECOMMENDATIONS

Recommended

Parks, Recreation & Community Events 2018
Richmond Museum Society

ATTACHMENT 2
\$5,000 or Less Single Year
Summary Page 4

Amount: \$1,550

Recommendation:

Staff Comments /
Conditions:

**Grant Application for 2018****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:** \$1,000**Proposal Title:** Burkeville Daze 2018**Grant Purpose:** Community Service / Program / Event - Ongoing**Start Date (if applicable):****End Date (if applicable):****Number To Be Served:** 1000**Richmond Residents:** 1000**Grant Request Summary:**

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

Richmond Services Received by Your Organization:

Currently the Sea Island Community Association receives Staffing and Facility maintenance as well as ongoing support for IT and general maintenance.

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$110,939.83	\$5,863.30
Total Expenses:	\$78,658.96	\$4,439.42
Annual Surplus or (Deficit):	\$32,280.87	\$1,423.88
Accumulated Surplus or (Deficit):	\$86,932.92	\$88,356.80

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

Our Association had a surplus in 205/16 as a result of increased registration and new program offerings in conjunction with careful spending. Our current City Staff are experimenting with new ideas and the Centre is busier.

Current Year:

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

Explanation for Accumulated Surplus or (Deficit):

Parks, Recreation & Community Events 2018
Sea Island Community Association

ATTACHMENT 2
\$5,000 or Less Multi Year - Year 1
Summary Page 2

In over forty years of providing programs, the Sea Island Community Association has retained a surplus of just over \$86,000.00, These funds will be used in the event of a less successful year, or to continue to offer programs and services which do not produce a surplus. We may need to replace old equipment to purchase new items.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$750	Parks, Rec and Community Events
2016	\$750	Parks, Rec and Community Events
2015	\$750	Parks, Rec and Community Events
2014	\$500	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

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

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Vancouver Airport Authority	\$3,000
Funder 2 Name	n/a	\$0
Funder 3 Name	n/a	\$1

Amount Your Society will Provide:	<u>\$0.00</u>
Total Proposed Budget:	<u>\$4,000.00</u>

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$800

Parks, Recreation & Community Events 2018
Sea Island Community Association

ATTACHMENT 2
\$5,000 or Less Multi Year - Year 1
Summary Page 3

Recommendation:

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

**Staff Comments /
Conditions:**

None

**Grant Application for 2018****Parks, Recreation & Community Events Program**

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

Society: Steveston Community Society - Richmond Summer**Grant Type: Over \$5000 Multi Year - Year 1****Grant Request: \$50,000****Proposal Title: Richmond Summer Project****Grant Purpose: Operating Assistance****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 4000****Richmond Residents: 4000****Grant Request Summary:**

Funds contribute to the overall organization and coordinating abilities of the Richmond Summer Project 2018. Grant monies ensure the Richmond Summer Project is able to play a central and coordinating role in assisting City of Richmond partners provide equitable summer day camp programs and services to City of Richmond residents. Funds would be distributed between 13 facilities citywide. The City Grant enables low or no cost services to be offered to Richmond residents by offsetting staff salaries, roving support leaders, general program expenses, and training expenses for staff and volunteers. One key component of funds from the City Grant is to hire "Roving Support Leaders." These staff members, paid by the Richmond Summer Project, provide 1 week of support to children who otherwise might not be able to safely and successfully participate in summer day camps and who are not eligible for Ministry funding. This is an integral aspect of the Richmond Summer Project as it provides the opportunity for Richmond families requiring additional support equitable access to any City of Richmond summer day camp program, as the Roving Support Leader is funded by the Richmond Summer Project rather than one specific centre. In 2017, 275 staff and volunteers attended City-Wide training the weekend of June 24, 2017. A well-organized, informative and inspiring training day ensures that a consistent message of City initiatives, such as Move for Health, Physical Literacy and Inclusion, are provided to all summer staff and volunteers across Richmond. This training also ensures staff and volunteers have at least 20 hours of relevant training, in order to meet childcare licensing standards. Further, the training provides the opportunity to build cohesion among staff and volunteers – an important component to providing safe, creative and joyful summer day camp experiences for Richmond children. Steveston Community Society is submitting the grant application for Summer 2018 on behalf

Richmond Services Received by Your Organization:

Facilities and City Staff Support.

FINANCIAL INFORMATION

Parks, Recreation & Community Events 2018
Steveston Community Society - Richmond Summer Project

Over \$5000

ATTACHMENT 2

Multi Year - Year 1
Summary Page 2

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$212,397.53	\$133,322.84
Total Expenses:	\$236,960.31	\$142,982.56
Annual Surplus or (Deficit):	(\$24,562.78)	(\$9,659.72)
Accumulated Surplus or (Deficit):	(\$22,400.84)	(\$25,132.66)

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

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

Current Year:

Numbers shown are complete to November 6/17 and our fiscal year is Dec 31/17.

Explanation for Accumulated Surplus or (Deficit):

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

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$27,500	Parks, Rec and Community Events
2016	\$30,000	Parks, Rec and Community Events
2015	\$32,000	Parks, Rec and Community Events
2014	\$40,000	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$25,397.26
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$386.34
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$368.19
Equipment	\$0.00
Photocopying	\$0.00

Parks, Recreation & Community Events 2018
Steveston Community Society - Richmond Summer Project

Over \$5000

ATTACHMENT 2

Multi Year - Year 1

Summary Page 3

Program Materials	\$0.00
Local Travel	\$0.00
Other	\$15,233.00

Accounting: \$2,422.06

Bank Charges: \$398.21

City Wide Training: \$2,235.13

T-Shirts/Wristbands: \$9,573.70

Safety Authority: \$604.00

TOTAL **\$41,384.79**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name HRDC Canada Summer Jobs - Sea Island \$45,191

Funder 2 Name HRDC Canada Summer Jobs - Steveston \$15,950

Funder 3 Name

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

Total Proposed Budget: **\$50,000.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$27,500

Recommendation: Recommend for Multiple Year Funding Cycle - (Year
1 of 3).

**Staff Comments /
Conditions:**

None

**Grant Application for 2018****Parks, Recreation & Community Events Program**

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

Society: Sharing Farm Society
Grant Type: Over \$5000 Multi Year - Year 1
Grant Request: \$30,000
Proposal Title: The Sharing Farm
Grant Purpose: Operating Assistance

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

Number To Be Served: 9000
Richmond Residents: 8500

Grant Request Summary:

This City of Richmond grant application will, if approved, enable The Sharing Farm to maintain our impact by growing food to feed low-income Richmond families. The Sharing Farm is run by community members for community members, and is dedicated to providing fresh, healthy, local and organic produce to our neighbours in need. The Sharing Farm has successfully put fresh vegetables on people's plates for many years, donating 70%+ of our yearly harvest to the Food Bank, Community Meals and other organizations distributing food to vulnerable people. In 2017 we were able to donate 17,000 lbs of fresh produce, despite one of the latest starts to the farming season in many years. While we enjoy the support of a large group of volunteers, we operate on a small budget and funding has always been a challenge. In 2017, we have continued several social enterprise activities, which allowed us to earn about 25% of our total funding ourselves. We have been able to gradually grow this self-earned portion every year. We have also further developed relationships with sponsors and donors. However, grants will remain indispensable to enable TSF to continue the necessary work also in 2018.

Richmond Services Received by Your Organization:

Use of land in the Terra Nova Park (4 acres at est. \$500/year per acre = \$2,000); rental of Buemann house (\$1,400/month x 12 months = \$16,800/year - utilities included)

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

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$209,542.00	\$226,124.00
Total Expenses:	\$183,230.00	\$2,238,279.00
Annual Surplus or (Deficit):	\$26,311.00	(\$2,115.00)
Accumulated Surplus or (Deficit):	\$48,320.00	\$46,165.00

Parks, Recreation & Community Events 2018
Sharing Farm Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Funds used to purchase assets, including a \$22,000 greenhouse.

Current Year:

We anticipate to complete the year close to break even.

Explanation for Accumulated Surplus or (Deficit):

Funds used to purchase assets, including 2 greenhouses, tools, a Grillo tractor, a Kubota tractor.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

Year	Amount	Grant Program
2017	\$18,000	Parks, Rec and Community Events
2016	\$18,000	Parks, Rec and Community Events
2015	\$16,000	Parks, Rec and Community Events
2014	\$6,500	Parks, Rec and Community Events

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$25,000.00
Consultant Services	\$0.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$5,000.00
Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$0.00
Local Travel	\$0.00
Other	\$0.00

TOTAL **\$30,000.00**

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	United Way of the Lower Mainland	\$14,500
Funder 2 Name	New Horizons for Seniors	\$10,125
Funder 3 Name	Community Gaming Grant	\$12,000

Parks, Recreation & Community Events 2018
Sharing Farm Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 3

Amount Your Society will Provide:

\$87,000.00

Total Proposed Budget:

\$226,000.00

GRANT RECOMMENDATIONS

Recommended

Amount: \$19,000

Recommendation:

Recommended for Multiple Year Funding Cycle -
(Year 1 of 3).

**Staff Comments /
Conditions:**

None

**Grant Application for 2018****Parks, Recreation & Community Events Program**

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

Society: WEqual Foundation**Grant Type: Over \$5000 Single Year****Grant Request: \$5,000****Proposal Title: Promoting Backyard sport****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 2000****Richmond Residents: 1200****Grant Request Summary:**

Program: Promoting backyard sport

Promoting backyard sport, The purpose of proposal is to increase our Richmond badminton population of our community from 11% to 40% in 2018. In 2018 we believe Richmond can have more residents are connected into the badminton sport and to deliever the backyard sport to public. Our program to promote the backyard sport is regarding the following steps below:

- * To promote sport volunteerism and advance community capacity
- * To advance badminton access to our Richmond residents
- * To build up the healthy life in our Richmond community (help members lose weight, reduce sport injury rate, properly sport and nutrition knowledge)
- * To increase more leaders in Richmond

Our first priority is ensuring that all young people get a great education not just only through their academic but use education of sport to learn leadership, community, humanity which will help them to succeed in the workplace. Being a leader is challenging but everyone can be a leader to lead their life and to improve our equal learning opportunity. Promoting backyard sport is our main core of program which will teach people to share what they learn and help people through their experience.

Promoting backyard sport program is mainly focus on to develop more young leaders in our community. We provide badminton training environment to develop leadership for young people. We will have 4 different training levels to develop leadership skills. In each levels we will have professional coaches and assistant coaches to evaluate their

performance not just on badminton court but mentality and communication skills. Each level students have to pass our evaluation then they can move to the next levels. The evaluation will base on badminton skills, communication, cooperation, organize skills.

The target audience of this program is young generation who are born after 1987. To develop more young leaders in our community will drives more impact and energy in our Richmond community.

Richmond Services Received by Your Organization:

We have been receiving all the court rental service from 3 different badminton facility in Richmond. Our office is located at Richmond and posters are marketing around all of community centres in Richmond.

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$150,926.50	\$150,926.50
Total Expenses:	\$150,926.50	\$150,926.50
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 do not have surplus or deficit.

Current Year:

We do not have surplus or deficit.

Explanation for Accumulated Surplus or (Deficit):

We do not have surplus or deficit.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

N/A

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits)	\$2,500.00
Consultant Services	\$3,000.00
Volunteer Support (e.g. expenses, recognition)	\$0.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$0.00

Parks, Recreation & Community Events 2018
WEqual Foundation

Over \$5000

ATTACHMENT 2

Single Year

Summary Page 3

Equipment	\$0.00
Photocopying	\$0.00
Program Materials	\$2,500.00
Local Travel	\$0.00
Other	\$0.00
TOTAL	<u>\$8,000.00</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	Ace Badminton Centre	\$6,500
Funder 2 Name		
Funder 3 Name		

Amount Your Society will Provide: **\$7,000.00**

Total Proposed Budget: **\$18,500.00**

GRANT RECOMMENDATIONS

**Recommended
Amount:** \$0

Recommendation:

**Staff Comments /
Conditions:**

**Grant Application for 2018****Parks, Recreation & Community Events Program**

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

Society: WildResearch Society**Grant Type: Over \$5000 Multi Year - Year 1****Grant Request: \$25,282.51****Proposal Title: Conservation Outreach and Citizen Science at Iona Island Bird Observatory****Grant Purpose: Community Service / Program / Event - Ongoing****Start Date (if applicable):****End Date (if applicable):****Number To Be Served: 500****Richmond Residents: 200****Grant Request Summary:**

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

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

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

Parks, Recreation & Community Events 2018
WildResearch Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 2

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

Richmond Services Received by Your Organization:

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

FINANCIAL INFORMATION

Your Society's Budget:

	<u>Last Complete Year</u>	<u>Proposed Year</u>
Total Revenue:	\$59,898.48	\$45,946.25
Total Expenses:	\$54,862.04	\$40,232.48
Annual Surplus or (Deficit):	\$5,036.44	\$5,713.77
Accumulated Surplus or (Deficit):	\$87,603.24	\$94,653.41

Explanation for Annual Surplus or (Deficit):

Last Complete Year:

Surplus funds are remnant from program based grant funding and fundraising events in 2016.

Current Year:

Surplus funds are remnant from the last installment of financial support from the Sitka Foundation in January 2017.

Explanation for Accumulated Surplus or (Deficit):

Much of the surplus is tied up in the WildResearch Foundation Account (\$35,986.58 as of Nov. 1, 2017) managed by the Vancouver Foundation. Further, the Sitka Foundation who has supported our research programs at Iona for the last 5 years has now ceased providing financial support due a change in their funding priorities and we are anticipating deficits from 2018 onwards unless we can secure other funding sources.

MOST RECENT PREVIOUS GRANT(S) (if applicable)

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

PROPOSED CITY GRANT USE

Personnel (Salaries and Benefits) \$10,347.51

Parks, Recreation & Community Events 2018
WildResearch Society

ATTACHMENT 2
Over \$5000 Multi Year - Year 1
Summary Page 3

Consultant Services	\$7,935.00
Volunteer Support (e.g. expenses, recognition)	\$500.00
Office Rent or Mortgage	\$0.00
Utilities and Telephone	\$0.00
Supplies	\$500.00
Equipment	\$5,000.00
Photocopying	\$0.00
Program Materials	\$500.00
Local Travel	\$500.00
Other	\$0.00
TOTAL	<u>\$25,282.51</u>

Financial Assistance from Other Sources (if applicable):

Funder 1 Name	TD Friends of the Environment	\$500
Funder 2 Name	MEC	\$20,000
Funder 3 Name	BC Nature	\$2,500

Amount Your Society will Provide:

\$5,000.00

Total Proposed Budget:

\$53,282.51

GRANT RECOMMENDATIONS

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

Recommendation:

Recommend for single year funding, as not eligible
for the multiple year funding cycle.

**Staff Comments /
Conditions:**

In future years, it is desired that WildResearch Society
expands its educational conservation science
opportunities into Richmond City Parks in addition to Iona
Beach Regional Park (IBRP), in order to connect a larger
number of Richmond residents to nature.

2018 Parks, Recreation and Community Events Grants – Application Scoring Criteria

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

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

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

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

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

City of Richmond

2018 Grant Program Guidelines

For

Health, Social & Safety

and

Parks, Recreation & Community Events

Revised August 2017



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1. Overview

(i) City Grant Policy

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

(ii) Purpose

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

(iii) Principles

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

(iv) Goal

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

(v) Objectives

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

2. Program Funding

(i) Base Program Funding

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

(ii) Annual Cost of Living Increase

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

(iii) Unused Program Funds

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

3. Definitions

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

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

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

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

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

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

4. Eligibility

(i) Who is Eligible

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

(ii) Who Cannot Apply

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

(iii) Purposes Eligible for Funding

Grants may be used for the following purposes:

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

(iv) Items Eligible For Funding

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

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

(v) Items Not Eligible For Funding

The following items will not be funded:

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

(vi) Grant Limitations

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

5. Application Assessment Criteria

(i) Key Assessment Criteria

To be considered eligible, all proposals must demonstrate that:

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

(ii) Assessment Considerations

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

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

(iii) Less Favourably Considered Applications

Less favoured applications are those which:

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

(iv) Financial Statements

Applicants must submit:

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

(v) User Pay Principle

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

(vi) Multi-Year Funding Criteria

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

6. The Grant Review Process

(i) The Grant Review Process

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

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

(ii) Program Guidelines and Web-based Application

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

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

(iii) Application Deadline

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

(iv) Late Applications

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

(v) Staff Review

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

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

(vi) General Purposes Committee Review

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

7. Awarding of Grants

(i) Council Decision

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

(ii) Grant Disbursement

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

(iii) Reporting and Acknowledgement of Grant Benefits

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

(iv) Recuperation of Grant

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

(v) No Appeal

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

8. Further Information

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

**City Grant Policy**

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

It is Council Policy that:

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



City of Richmond

Report to Committee

To: General Purposes Committee

Date: January 23, 2018

From: David Weber
Director, City Clerk's Office

File: 03-1240-01/2018

Re: 2018 Parcel Tax Roll Review Panel for Local Area Services

Staff Recommendation

That the meeting of the 2018 Parcel Tax Roll Review Panel be scheduled for Wednesday, March 21, 2018 at 4:00 p.m. in the Anderson Room (M 2.001) at Richmond City Hall.

David Weber
Director, City Clerk's Office

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

Staff Report

Origin

The *Community Charter* requires that the Parcel Tax Roll Review Panel meet in order to:

1. hear complaints regarding the amount of frontage on which new assessments are based;
and
2. certify the taxable frontage as correct,

with regard to any local area services that have been completed and are being prepared in terms of applying the parcel taxes to the relevant properties. A Council resolution is required to establish the time and place for the sitting of the Panel.

The Local Area Service Project, which will be on the 2018 agenda is:

- Local Area Service Bylaw No. 9277 – North Side Donald Road from and including 6991 Donald Road to and including 7480 Grandy Road and South Side Donald Road from Gilbert Road to and including 6760 Donald Road

The authorizing Bylaw was adopted on February 9, 2016 and the work was completed in 2017. The Parcel Tax is to be applied for a period of 15 years commencing in 2018 in accordance with the authorizing Bylaw.

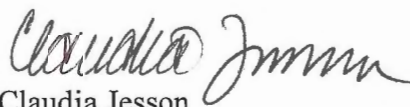
Findings of Fact

At the December 11, 2017 Regular Council meeting, the members of the Public Works and Transportation Committee – Councillors Chak Au (Chair), Harold Steves, Derek Dang, Carol Day, and Alexa Loo – were appointed as the Parcel Tax Roll Review Panel for Local Area Services.

Council must establish the date, time and place for the sitting of the Parcel Tax Roll Review Panel early enough to allow for the statutory advertising and public notification that is required under the *Community Charter*.

Conclusion

It is recommended that the sitting of the 2018 Parcel Tax Roll Review Panel be scheduled for Wednesday, March 21, 2018 at 4:00 p.m. in the Anderson Room (M 2.001) at Richmond City Hall, immediately preceding the scheduled Public Works and Transportation Committee meeting.


Claudia Jesson
Manager, Legislative Services

Att. 1 – Staff report regarding Local Area Services Program – Bylaw No. 9277



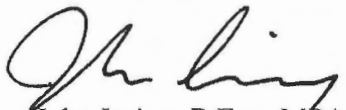
City of Richmond

Report to Committee

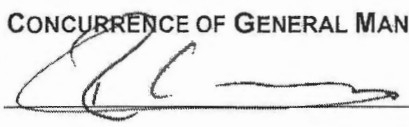

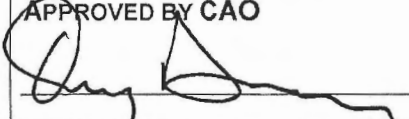
To: Public Works and Transportation Committee **Date:** December 21, 2015
From: John Irving, P.Eng. MPA **File:** 10-6000-01/2015-Vol
 Director, Engineering 01
Re: **Local Area Services – North Side Donald Road from and including 6991 Donald Road to and including 7480 Grandy Road and South Side Donald Road from Gilbert Road to and including 6760 Donald Road - Bylaw No. 9277**

Staff Recommendation

1. That the Local Area Services Program for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated on Donald Road), be adopted in accordance with Section 211 and 212 of the *Community Charter*; and
2. That Bylaw No. 9277, which authorizes local area services construction at Donald Road, be introduced and given first, second and third readings.


 John Irving, P.Eng. MPA
 Director, Engineering
 (604-276-4140)

Att. 1

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

Staff Report

Origin

The *Community Charter* requires that Council adopt a Bylaw to establish a Local Area Service after a LAS petition is successfully circulated and certified.

A Local Area Services Program petition was successfully circulated and certified as sufficient and valid on June 25, 2015 for roadway development to widen pavement, install curb, gutter, sidewalk, street lights and boulevard trees (where ditch has previously been eliminated) along the specific areas of Donald Road – Gilbert Road to Grandy Road as shown in attached Bylaw No. 9277 Plan to Schedule "A".

Analysis

The Local Area Services Program petition has support of 64% of the subject properties. The minimum threshold requirement for public support according to the *Community Charter* is 50%.

In support of the Local Area Service Bylaw, this report confirms that:

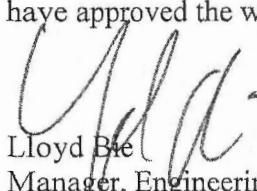
1. The estimated cost of the work is \$ 1,011,000.00;
2. The estimated share (100%) of the total cost which will be specially charged against the parcels benefiting from or abutting on the work is \$1,011,000.00 as a parcel tax based on taxable frontage through general taxation. A detailed listing of the cost per property is attached in Bylaw No. 9277;
3. The charge per taxable front metre against the various parcels is estimated to be \$1,729.21;
4. The number of instalments by which the special charges shall be made payable are 15.

Financial Impact

The 2016 Capital Plan includes, for Council consideration, financial funding of \$1,011,000.00 for the Local Area Services Program projects funded from the Local Improvement Reserve. If approved, this project will fund the Donald Road Local Area Services Program. This value will be recovered from benefiting property owners over 15 years through a parcel tax identified in the proposed Bylaw No. 9277 included with this report.

Conclusion

It is recommended that this project proceed as financing is in place and the benefiting residents have approved the work by petition in accordance with the *Community Charter*.


Lloyd Bie
Manager, Engineering Planning
(604-276-4075)

Att. 1: Local Area Service Bylaw No. 9277



LOCAL AREA SERVICE BYLAW NO. 9277

WHEREAS:

- A. Section 211 of the *Community Charter* authorizes **Council** to, by bylaw, establish a local area service;
- B. **Council** has received a **Petition** requesting provision of the **Service**;
- C. The **Corporate Officer** has certified the sufficiency of the **Petition**; and
- D. Section 216 of the *Community Charter* provides that the costs of a **Service** may be recovered by a **Tax**.

The **Council** of the **City** enacts as follows:

PART ONE: LOCAL AREA SERVICE

1. Service Cost

- 1.1.1 The cost of the **Service** shall be the actual costs of construction of the **Service**.

1.2. Service Recovery Cost

- 1.1.2 The full cost of the **Service** shall be recovered by the **Tax**.

1.3. Tax Allocation

- 1.1.3 The **Tax** shall, as more particularly set-out in schedule A of this bylaw, be allocated amongst the **Parcels** on the basis of **Parcel** frontage area.

1.4 Tax Repayment

- 1.1.4 The **Tax** shall be imposed on the **Parcels** for a period of 15 years commencing the year after completion of the construction of the **Service**.

PART TWO: INTERPRETATION

2.1 In this bylaw, unless the context requires otherwise:

CITY means the City of Richmond

COMMUNITY CHARTER means *Community Charter*, SBC 2003, c. 26, as amended or replaced from time to time

CORPORATE OFFICER	means the person appointed by Council pursuant to section 148 of the <i>Community Charter</i> as the Corporate Officer of the City , or his or her designate
COUNCIL	means the council of the City
LOCAL SERVICE AREA	means the area described in schedule A of this bylaw
PARCELS	means the parcels of land within the Local Service Area
PETITION	means a petition made pursuant to section 212 of the <i>Community Charter</i>
SERVICE	means the roadway development to widen pavement, install curb, gutter, sidewalk, street lights, and boulevard trees (where ditch has previously been eliminated) to be constructed within the Local Service Area
TAX	means the parcel tax to be imposed on the Local Service Area in accordance with this bylaw

PART THREE: SEVERABILITY AND CITATION

3.1. If any part, section, subsection, clause, or sub clause of this bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

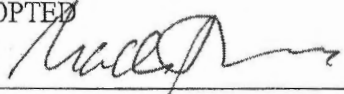
This bylaw is cited as "**Local Area Service Bylaw No. 9277**"

FIRST READING

SECOND READING

THIRD READING

ADOPTED

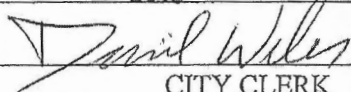

MAYOR



JAN 25 2016

JAN 25 2016

JAN 25 2016

FEB 09 2016


CITY CLERK

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


SCHEDULE "A"

Parcel Description and Tax Allocation

Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6988 DONALD RD LOT 233 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 61355	25.48	4,243.94	44,060.28
6986 DONALD RD LOT 235 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 61355	18.29	3,046.38	31,627.30
7480 GRANDY RD LOT 217 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	15.24	2,538.37	26,353.17
6519 DONALD RD LOT 218 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	25.92	4,317.23	44,821.17
6531 DONALD RD LOT 219 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 53364	20.42	3,401.15	35,310.49
6551 DONALD RD LOT 109 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6571 DONALD RD LOT 110 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6591 DONALD RD LOT 111 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49
6611 DONALD RD LOT 112 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617	20.42	3,401.15	35,310.49

Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6631 DONALD RD	20.42	3,401.15	35,310.49
LOT 113 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6651 DONALD RD	20.42	3,401.15	35,310.49
LOT 114 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6911 DONALD RD	20.42	3,401.15	35,310.49
LOT 115 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6939 DONALD RD	20.42	3,401.15	35,310.49
LOT 116 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6951 DONALD RD	20.42	3,401.15	35,310.49
LOT 117 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6971 DONALD RD	20.42	3,401.15	35,310.49
LOT 118 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6991 DONALD RD	20.42	3,401.15	35,310.49
LOT 119 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6980 DONALD RD	20.62	3,434.46	35,656.32
LOT 120 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6960 DONALD RD	20.62	3,434.46	35,656.32
LOT 121 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6940 DONALD RD	20.62	3,434.46	35,656.32
LOT 122 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			

Civic Address/ Legal Description of Property	Estimated Taxable frontage (metres)	Estimated Annual Charge for 15-Year Period	Estimated Single Lump Sum Payment
6920 DONALD RD	20.62	3,434.46	35,656.32
LOT 123 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6900 DONALD RD	20.62	3,434.46	35,656.32
LOT 124 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6880 DONALD RD	20.62	3,434.46	35,656.32
LOT 125 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6860 DONALD RD	20.62	3,434.46	35,656.32
LOT 126 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6840 DONALD RD	20.62	3,434.46	35,656.32
LOT 127 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6820 DONALD RD	20.62	3,434.46	35,656.32
LOT 128 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6800 DONALD RD	20.62	3,434.46	35,656.32
LOT 129 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6780 DONALD RD	20.62	3,434.46	35,656.32
LOT 130 SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 14617			
6760 DONALD RD	27.87	4,642.02	48,193.12
LOT B SECTION 18 BLOCK 4N RANGE 6W NEW WESTMINSTER DISTRICT PLAN 21351			

