



# CORPORATE REPORT

NO: R185

COUNCIL DATE: December 21, 2020

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## REGULAR COUNCIL

TO: Mayor & Council DATE: December 17, 2020

FROM: General Manager, Parks, Recreation & Culture FILE: 1850-01  
General Manager, Finance

SUBJECT: Community Enhancement Partnership Program Grant Application –  
St. Michael's Anglican Church Community Garden Project

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## RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance Department recommend that Council approve a Community Enhancement Partnership ("CEP") Program grant for \$2,274 to St. Michael's Anglican Church for a Community Garden project to be located at 12996 60th Avenue.

## INTENT

The intent of this report is to recommend that Council award a CEP grant to support the St. Michael's Anglican Church to build a community garden with neighbours in the surrounding area who do not have the green space to build their own gardens.

## BACKGROUND

In January 2010, Council adopted the CEP Program, which is intended to provide financial support for projects focussed on community engagement and neighbourhood enhancement. Under the CEP Program, residents, businesses and community groups may apply to the City for a grant under three separate categories; these being:

- **Small Project Grants** - to support in planning, organizing and implementing projects intended to directly improve the physical aesthetic appeal of a neighbourhood.
- **Partnership Grants** - to support projects that build community relationships through celebration and activity.
- **Façade Grants** – enable small businesses or commercial property owners to apply for funding to renovate or improve their building facades.

The CEP Program Guidelines are attached as Appendix "I".

The community has been notified of this program through stakeholder mail-outs, press releases, promotional posters at civic facilities and on the City's website and social media channels. A Grant Selections Committee has been established with representatives from various departments and is responsible for assessing grant applications that are received under the CEP Program.

The following sections of this report provide a description and evaluation of the application for a grant under the CEP Program that was recently received by the City.

## **DISCUSSION**

### **St. Michael's Anglican Church Community Garden project**

The St. Michael's Anglican Church would like to install garden beds to a passive green area on their property for residents to participate in their local community garden (Appendix "II"). The initiative of the community garden will provide community members with an opportunity to partake in therapeutic activity. With the Covid-19 Pandemic, the St. Michael's Anglican Church understands the importance of creating a safe space for members of the community to take a mental break. The project goal is to beautify the neighbourhood and provide meaningful outdoor activity.

The St. Michael's Anglican Church is aiming to create opportunities for interested members to learn how to grow vegetables and educating the importance of adopting healthier food choices. Programming for the community garden will be targeting all age groups and encouraging families to participate.

The proposed project cost is estimated to be \$4,674 and the group has applied for a CEP grant of \$2,274 to offset some of supplies and material costs. This project will remain under the care of St. Michael's Anglican Church and the neighbouring community.

Based on a review of the project according to the CEP Program criteria, a grant of up to \$2,274 to the St. Michael's Anglican Church Community Garden Project is considered reasonable, subject to the group submitting photographs documenting the progress and outcomes of the project.

## **FUNDING**

The 2020 CEP Program has a budget of \$45,000. Appendix "III" provides information on the status of funding related to the Community Enhancement Partnership Program based on assumption that Council will approve the recommendation of this report.

## SUSTAINABILITY CONSIDERATIONS

The CEP Program supports the objectives of the City's Sustainability Charter 2.0 by encouraging social connections, community pride, volunteerism, community ownership, placemaking at the neighbourhood level, fostering a culture of collaboration and the generation of new ideas, and citizen engagement. In particular, this project relates to Sustainability Charter 2.0 themes of Inclusion and Public Safety. Specifically, this project supports the following Desired Outcomes ("DO") and Strategic Directions ("SD"):

- Community Pride and Engagement DO 20: Surrey residents are proud of their community.
- Community Pride and Engagement SD15: Work at the neighbourhood level to empower local clubs, groups, individuals and agencies to contribute to a vibrant community.

## CONCLUSION

Based on the above discussion, it is recommended that Council approve a CEP Program grant of \$2,274 to St. Michael's Anglican Church for a Community Garden project to be located at 12996 60th Avenue.



Laurie Cavan  
General Manager  
Parks, Recreation and Culture



Kam Grewal, CPA, CMA  
General Manager  
Finance

Appendix "I": CEP Program Overview and Guidelines

Appendix "II": Project Details and Location

Appendix "III": Status of Community Enhancement Partnership Program Funding



## Community Enhancement Partnership Program (CEPP) Program Overview and Guidelines

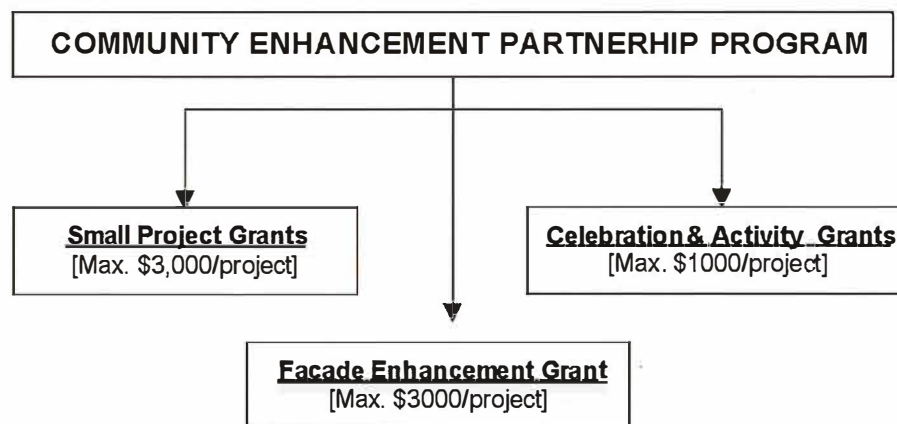
The Community Enhancement Partnership Program (CEPP) is an initiative of Council to encourage neighbourhood projects and activities that beautify our streets and public spaces. Through the Program, residents, groups and businesses can apply to the City for a grant to plan, organize and implement small beautification and place-making projects, activities and celebrations. Successful applicants match their requested grant amount with contributions of volunteer labour and services, donated materials, and/or cash. The Grant program is a partnership in which the applicant and the City contribute towards the applicants proposed project. Projects must be completed within twelve (12) months of a grant being awarded.

### FUNDING CRITERIA & ELIGIBILITY

Grants are available to all Surrey residents, students, community groups, organizations or associations. Small businesses will also be considered for building or landscaping beautification projects in targeted areas. All applications must encourage inclusive neighbourhood participation. Projects must be undertaken within the geographic boundaries of Surrey. All applicants must demonstrate their project or activity will:

- focus on beautifying, celebrating and creating engaging places in Surrey;
- generate a public benefit in an inclusive and cooperative manner;
- involve members of the community in the project;
- commit to overseeing the project and any resulting maintenance;
- have broad neighbourhood support.
- improve the look and feel of City streets

### PROJECT GRANT CATEGORIES



i) Small Project Grants

Small project grants have a maximum amount of \$3,000 per project. They are offered to support planning, organizing and implementing projects that physically improve the appearance of the City. As examples, a neighbourhood garden, boulevard landscaping, community pathway, floral tree plantings, decorative lighting display or a neighbourhood entrance feature would fall under this category.

ii) Celebration & Activity Grants

Celebration & Activity grants have a maximum amount of \$1,000 per project. They are offered to support community activism and celebration. As examples, a neighbourhood festival or block party or a neighbourhood improvement campaign would fall under this category. Projects that create opportunities to develop neighbourhood organization and promote community leadership are encouraged. Ideally, the community celebration will ultimately encourage people to get involved in improving their neighbourhood for the long term.

iii) Facade Enhancement Grants

Facade Enhancement Grants help to encourage commercial property owners and businesses to invest in their buildings and storefronts through facade renovations. Property owners are urged to renovate, building facades through grants, matching up to 30% of the eligible costs to a maximum of \$3,000. Through the Facade Enhancement Grant Program, property owners and businesses will help to improve the streetscape of the local community, attracting residents, businesses and customers to the area. Facade grants are targeted towards different areas around the City each year.

## **PROJECT MANAGEMENT & RECOGNITION**

For awarded projects, photos must be submitted to the City as a permanent record and for potential posting on the City's website and within local newspapers.

Awarded projects may be subject to inspection by City staff. Annual inspections may be undertaken to monitor maintenance and upkeep of projects.

- Applicants that have failed to undertake or maintain projects, as outlined on submitted applications, may be eliminated from consideration for future City grant opportunities.
- Applicants are required to abide by all Municipal, Provincial and Federal laws and regulations.
- The City of Surrey reserves the right to remove any physical installations or improvements on public land at any time.

## APPLICATION REVIEW PROCESS

Each application will be evaluated by a grant evaluation committee using the following evaluation criteria and within available funding.

### Evaluation Criteria

#### Overall Community Enhancement Program Objective

- Project corresponds with the objective to “beautify, animate and celebrate Surrey”.

#### Project Proposal & Feasibility

- Provides a clear description of what the project is and why it is proposed.
- Provides a clear public benefit.
- Is well planned with a realistic timeline and a clear beginning and end.
- Has a reasonable budget.

#### Community Building

- Community contribution is documented, demonstrating broad community participation and support for the project.
- Encourages inclusive community participation and provides opportunity to bring people together.
- Encourages interaction between different groups, such as different cultural groups, tenants, seniors and business owners.
- Encourages collaboration between all age groups, particularly youth and adults.

#### Outcomes

- There is a clear understanding of how the community will be improved as a result of the project, with anticipated outcomes clearly documented.
- Project is designed for low maintenance and the applicant and stakeholders commit to project maintenance, with the majority of maintenance undertaken by the applicant.

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#### Grants will **NOT** be awarded to/for:

- The purpose of private gain.
- Government agencies, political or partisan groups, formal business associations, universities, exclusive clubs or associations, newspapers and non-Surrey-based organizations (based or originating).
- Applicants who have failed to document a community contribution.
- Applicants who have failed to successfully carry out or maintain a project for which a grant was previously awarded.

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#### Grants must **NOT** be used to:

- Duplicate an existing public or private program.
  - Support ongoing programs or services.
  - Replace funding lost from other sources or provide gap funding.
  - Pay for the applicants operating expenses that are not directly related to the project for which the grant is awarded.
  - Purchase land or buildings.
  - Pay for out of City travel expenses.
  - Pay for expenditures or financial commitments made *before* the organization's grant application was submitted.
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Project Location - 12996 60<sup>th</sup> Avenue



## APPENDIX "III"

### Status of Community Enhancement Partnership Program Funding



#### 2020 FINANCIAL PLAN COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM

Description	Amount	Allocation to date	Remaining
Carried Forward from Prior Year	\$ 40,233		
<b>2020 Adopted Budget</b>	<b>\$ 45,000</b>		<b>\$ 85,233</b>
<b>Grants Awarded in 2020 (to date)</b>			
1. 106 Avenue & 158 Street Boulevard Beautification		\$ 500	
2. King George Station Inclusive Mural		\$ 1,200	
3. Community Garden Border Project		\$ 1,692	
4. Katzie Park Beautification Project		\$ 1,900	
5. Memorial Garden Improvement		\$ 1,000	
6. King George Boulevard Improvement Project		\$ 1,950	
7. Rickshaw Sign Improvement Project		\$ 462	
8. City Centre Church Community Garden Project (Proposed) <b>St. Michaels Anglican Church Community Garden Project</b>		\$ 3,000	
9. <b>(Proposed)</b>		<b>\$ 2,274</b>	
<b>Allocations for 2020</b>		<b>\$ 13,978</b>	<b>\$ 71,255</b>