

NO: F002

COUNCIL DATE: JANUARY 12, 2015

FINANCE COMMITTEE

TO: **Mayor & Council** DATE: **January 5, 2015**

FROM: **General Manager, Finance & Technology** FILE: **1850-20**
Grant Committee Chair, Surrey Cares

SUBJECT: **2015 One-Time Grants**

RECOMMENDATION

It is recommended that the Finance Committee recommend that Council approve the One-time Grants for 2015 as documented in **Appendix I and II** attached to this report in accordance with the recommendations of the Surrey Foundation Grant Evaluation Committee.

BACKGROUND

Each year Council provides support to local non-profit organizations and low-income residents in various means. These include Local Government Act Tax Exemptions, Public Leisure Access Programs, Council-Directed Projects (Council Initiatives), On-going Leases, Crime Prevention Initiatives, Business and Tourism Grants, and One-time Grants.

The Surrey Foundation has established a Grant Evaluation Committee that includes members of the community along with two City of Surrey staff representatives to evaluate applications that have been received for One-time Grants. The Committee includes the following members:

- Mike Bose SurreyCares Board Director; Grant Committee Chair
- Jack Boyce Coast Capital Savings
- Jason Christopherson Mutual Fire Insurance of BC
- Suzanne Fillion City of Surrey, Finance Division
- Deirdre Goudriaan BC Healthy Communities; Team Play Consulting
- Ankit Joshi University Student; TD Bank
- Aileen Murphy City of Surrey, Social Planner

DISCUSSION

Although there is no legal requirement to advertise the opportunity for interested parties to apply for City grants, advertisements were placed in the local newspapers and posted on the City's website about the One-time Grant Program. Interested parties were invited to apply for a grant within certain parameters.

Fifty-seven (57) applications were received for a One-time Grant for 2015. These have been aggregated into the following categories:

- Community Promotion;
- Cultural and Recreational, and
- Health and Social Services.

Each request was evaluated using the Policy on Municipal Grants and the Guidelines for Grant Priorities, which are attached as **Appendix IV** to this report.

Organizations which apply for funding under the Other One-time Grants Program, typically propose valuable and worthwhile projects; however, funding cannot always be allocated as requested because either the project does not meet the criteria of the Grants Policy, or the scope of the project exceeds the funding capabilities of the Grants Budget. In such circumstances, Council has the option to consider alternative funding sources such as the Council Initiatives Fund.

The attached **Appendix I and II**, respectively, provide a brief description of the grant requests that have been received by the Surrey Foundation and the grant amounts recommended by the Foundation's Grant Evaluation Committee in relation to each such request. **Appendix III** provides a brief description of the purpose of the grant and the amount of the grant for each grant that was approved in 2014.

Funding

The 2015 Operating Budget allocates \$68,375 for One-time Grants. The Surrey Foundation Grants Evaluation Committee has recommended that \$56,450 be allocated at this time.

If the Finance Committee approves the recommendations of this report, \$11,925 will remain available for allocation during the course of 2015.

CONCLUSION

Based on the above discussion, it is recommended that the Finance Committee recommend that Council approve the One-time Community Grants for 2015 as documented in **Appendix I and II** attached to this report in accordance with the recommendations of the Surrey Foundation Grant Evaluation Committee.

Vivienne Wilke, CGA
General Manager,
Finance & Technology

Mike Bose
Grant Committee Chairperson
SurreyCares

Appendix I: 2015 Proposed City Grants - One-time
Appendix II: 2015 Proposed City Grants – Not Recommended
Appendix III: 2014 City Grants
Appendix IV: Policy on City Grants



2015 FINANCIAL PLAN
PROPOSED CITY GRANTS

One-time

Appendix I -1

| Non-profit Organization | Grant Type | Request | Project Cost | Request Amount | 2015 Proposed Amount | Recommendations and Comments |
|-----------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------|----------------------|------------------------------------------------------------|
| 1. 1st Semiahmoo Sea Scouts | Cul & Rec | Partnership with the Surrey Sailing Club to provide outdoor recreation for boys & girls | 2,500 | 750 | 750 | |
| 2. Afro-Canadian Positive Network of BC | Soc | Delivery of HIV education and awareness programs for refugees and immigrants | 300,000 | 12,000 | 2,000 | Equipment |
| 3. Alexandra Neighbourhood House | Soc | Fifty-bed intergenerational therapeutic community garden at Kiwanis Park Place | 2,000 | 1,000 | 1,000 | |
| 4. BC Aquasonics | Cul & Rec | "Try-It" days at the Surrey Sport and Leisure Complex, to support & promote synchronized swimming lessons for girls | 3,780 | 1,875 | 500 | Pool rental |
| 5. Big Brothers of Greater Vancouver (Surrey Office) | Soc | Prevention-based mentoring programs in Surrey (Big Brothers and In-School mentoring programs for at risk children) | 116,200 | 10,000 | 2,000 | Volunteer recruitment |
| 6. Big Sisters of BC Lower Mainland | Soc | Big and Little Sister programs mentoring for at risk girls 7-17 (i.e. Study Buddy, Go Girls! Healthy Bodies and Healthy Minds) | 153,179 | 4,000 | 2,000 | Big Sister recruitment; Little Sister activities |
| 7. Boys and Girls Clubs of South Coast BC | Soc | Equipment for wireless internet access at the Surrey Boys and Girls Club | 4,800 | 2,400 | 1,500 | |
| 8. Cerebral Palsy Association of British Columbia | Soc | "Dance without Limits" program expansion, providing children with disabilities, the opportunity to participate in adapted dance classes | 5,140 | 800 | 800 | Advertising and Volunteer expenses |
| 9. Children of the Street Society | Soc | TC02 (Taking Care of Ourselves, Taking Care of Others) program to help at-risk children avoid sexual exploitation | 293,000 | 10,000 | 2,000 | Program expenses; special events |
| 10. Cloverdale Business Improvement Association | Com | 12th Annual Cloverdale Blueberry Festival - Show n' Shine, Arts Festival, Family Zone and Country Music Zone | 44,750 | 5,000 | 1,000 | |
| 11. Community Justice Initiatives Association | Soc | Online version of "The Little Black Book" promoting outreach programs for youth in Surrey, Langley, Delta, White Rock and Maple Ridge | 8,500 | 2,000 | 2,000 | |
| 12. Diversecity Community Resources Society | Soc | Child and Youth Empowerment Camp in Surrey and Delta, two in Surrey and two in Delta during Spring Break and summer | 98,252 | 10,000 | 2,000 | Camp supplies |
| 13. Downtown Surrey Business Improvement Association | Comm | Movies under the Stars 2015 - Saturday August 1, 8, 15, 22 | 31,935 | 3,000 | 3,000 | |
| 14. Jamaican Canadian Cultural Association of BC | Comm | Jamaican Cultural Festival August 2, 2015 at Holland Park | 17,280 | 7,690 | 1,000 | Facility rental and setup |
| 15. John Howard Society of the Lower Mainland | Soc | Pilot a support group, Loved Ones of Prisoners, to empower families and friends who are supporting individuals in custody | 47,765 | 5,000 | 2,000 | Peer support training and speakers |
| 16. Kiwanis Fraser Valley Music Festival Society | Cul & Rec | 5th Annual Speech & Drama Festival and the inaugural Chinese Ethnic Instruments Festival | 152,000 | 2,000 | 1,000 | Venue rental and setup |
| 17. Latinos in Action Society | Comm | 3rd Annual Multi-Cultural Fair - July 12, 2015 | 6,000 | 2,500 | 500 | For Surrey Event |
| 18. Learning Disabilities Association of BC- Fraser South | Soc | Develop a new organization brochure for distribution and to provide copies of "Power to Achieve: Families Strategies to Support the Child with LD/ADHD" | 1,000 | 1,000 | 500 | Recommend producing online instead of binders distribution |
| 19. MADD Canada - Metro Vancouver Chapter | Soc | "MADD" School Assembly Program - "AFTERMATH" to dramatize the tragic consequences of impaired driving | 50,000 | 3,000 | 2,000 | |
| 20. Outlaw RC Club | Cul & Rec | Track upgrades for a radio controlled vehicle park and Cloverdale Fairgrounds lease, promoting a safe environment for this hobby | 18,000 | 6,000 | 500 | Track improvements |



2015 FINANCIAL PLAN
PROPOSED CITY GRANTS

One-time

Appendix I -2

| Non-profit Organization | Grant Type | Request | Project Cost | Request Amount | 2015 Proposed Amount | Recommendations and Comments |
|------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------|----------------------|------------------------------------------------|
| 21. Pacific Community Resources Society | Soc | Camp for girls 8-17, provide tools and outreach services to build confidence, creativity, decision and communication skills | 7,300 | 2,500 | 1,000 | Supplies and equipment |
| 22. Pacific Parklands Foundation | Soc | Catching the Spirit Youth Environmental Stewardship program, leadership education, training components and outreach activities to youth | 44,125 | 2,500 | 2,000 | Marketing and promotion |
| 23. Semiahmoo Peninsula Marine Rescue Society | Soc | At Station 5 in Crescent Beach, outfit a 2nd rescue vessel to 2015 standards | 6,800 | 5,800 | 2,000 | Contingent on raising the balance of the funds |
| 24. Seniors Come Share Society | Soc | Host a monthly dinner for seniors at the South Surrey site including entertainment and activities | 14,900 | 7,000 | 1,500 | Meal and program costs |
| 25. SOS Children's Village BC | Soc | Establish a Youth Advisory Council to be involved in the First Nation Cultural Trail project at the SOS Children's Village BC site in Surrey | 10,800 | 2,900 | 1,000 | Materials and supplies |
| 26. Special Olympics British Columbia Surrey | Soc | New uniforms for the expanding softball program specifically for the new team "The Mounties" | 1,938 | 1,938 | 500 | |
| 27. Street Rich Hip Hop Society | Cul & Rec | To expand "The Bridge" festival Sep 5 - 6, 2015 with programming, workshops, entertainment, community BBQ | 16,900 | 5,000 | 500 | Tents |
| 28. Super Chefs | Soc | To improve the health and well being of local children by giving them the knowledge and skills to make healthy eating and lifestyle choices. | 93,400 | 10,000 | 1,000 | Supplies |
| 29. Surrey Amateur Radio Club | Cul & Rec | Annual Amateur Radio Field Day Event June 26 to 28, 2015 in Grandview Heights | 1,150 | 650 | 500 | |
| 30. Surrey Christmas Bureau | Soc | Hamper & Adopt-a-Family programs which help families with children under the age of 16 | 240,000 | 4,000 | 3,000 | |
| 31. Surrey International Folk Dancing Society | Cul & Rec | Two sandwich board signs to aid in the promotion of the Surrey International Folk Dancing Society | 3,002 | 427 | 400 | |
| 32. Surrey International Writers' Conference Society | Cul & Rec | 23rd Annual Surrey International Writers Conference, to be held October 22 to 25, 2015 at the Sheraton Inn - Guildford | 205,970 | 1,000 | 1,000 | Supplies |
| 33. Surrey Latin Integration Society | Cul & Rec | Facility rental of Surrey Nature Centre or Bear Creek Pavilion for free arts and crafts classes using recyclable materials for seniors | 4,859 | 2,412 | 500 | Venue costs |
| 34. Surrey Minor Ball Hockey Association | Cul & Rec | Create & implement training for referees and coaches of ball hockey, which helps coaches put children first & teaches kids to be respectful | 263 | 5,000 | 1,000 | Training sessions |
| 35. Surrey Off Road Cycling Enthusiastics | Cul & Rec | Two large cycling promotional events in 2015 to showcase the great bike parks we have in the City | 5,500 | 2,000 | 1,000 | Promotions |
| 36. Surrey Pride Society | Comm | Annual Surrey Pride Festival | 25,000 | 10,000 | 2,000 | Venue and equipment rental |
| 37. Surrey Sea Lions Swim Club | Cul & Rec | Host annual swim competition July 12 - 13, 2015 for the Fraser South Region in preparation for the regional & provincial swims meets | 5,000 | 1,550 | 500 | Venue costs |
| 38. Surrey Search and Rescue Society | Soc | 5 iPad Mini's for efficient communication, information and navigation without cell coverage for search and rescue needs | 5,350 | 3,750 | 1,500 | |
| 39. Umoga Operation Compassion Society | Soc | Provide a once a week drop-in program to supports newcomer girls ages 11 - 14 as they transition into life in Canada | 23,888 | 10,000 | 1,000 | Outings and transportation |
| 40. Vancouver Community Foundation on behalf of Surrey Poverty Reduction Coalition | Soc | Surrey Poverty Reduction Plan Forum on Feb 16, 2015 to continue the "This is how we end poverty in Surrey" plan adopted by the City in 2012 | 20,000 | 2,500 | 1,000 | Leverage city funds to increase partnerships |



2015 FINANCIAL PLAN
PROPOSED CITY GRANTS

One-time

Appendix I -3

| Non-profit Organization | Grant Type | Request | Project Cost | Request Amount | 2015 Proposed Amount | Recommendations and Comments |
|-------------------------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------|------------------|----------------|----------------------|------------------------------|
| 41. Whalley Community Association | Comm | 17th Annual Surrey Fest Downtown - A Celebration of Community to be held Saturday June 20, 2015 at Central City Plaza | 22,500 | 2,500 | 2,000 | |
| 42. Whalley Community Association Downtown Surrey BIA | Comm | To support 2nd Annual Whalley's Corner Community Festival June 27, 2015 | 7,005 | 2,000 | 1,500 | |
| 43. YWCA Metro Vancouver | Soc | To offer after-school programming for grade seven girls "That's Just Me" and boys "Boys 4 Real" in Surrey | 219,274 | 2,000 | 2,000 | Program supplies |
| Unallocated | | | | | 11,925 | |
| Total | | | 2,341,005 | 177,440 | 68,375 | |



2015 FINANCIAL PLAN
PROPOSED CITY GRANTS

Appendix II

| Non-profit Organization | Grant Type | Request | Project Cost | Request Amount | 2015 Proposed Amount | Recommendations and Comments |
|-------------------------------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|----------------------|-------------------------------------------------------------------|
| 1. Canadian Paranormal Society | Comm | Education Conference in Surrey Jun 3 - 4, 2015, presenting data and developments on paranormal activity | 31,400 | 9,400 | 0 | Insufficient organizational history |
| 2. Cloverdale Community Association | Com | Promote the Cloverdale Community Association by handing out candies to children and parents at Halloween & Christmas and to purchase 2 tents | 2,000 | 2,000 | 0 | Insufficient organizational support. |
| 3. Eversafe Ranch - Doolittle's Animal Rescue Society | Soc | Purchase a truck for "furniture program" which provides free furniture, linens and housewares to families in need | 29,250 | 10,000 | 0 | Insufficient organizational support |
| 4. HugABull Advocacy and Rescue Society | Soc | Support low-income pet owners, improving the quality of their pet's care and increasing the quality of life of pets, owners and community | 3,000 | 1,500 | 0 | Insufficient organizational support |
| 5. Justice Education Society of BC | Soc | To deliver multi-lingual services to Surrey residents appearing at the Surrey Provincial Courthouse and to help staff of service agencies throughout Surrey | 84,204 | 10,000 | 0 | Provincial responsibility |
| 6. Morgan Elementary Parent Advisory Committee (PAC) | Comm | Funding toward Phase 2 of the Morgan Elementary School playground addition | 49,860 | 15,000 | 0 | Referred to Parks |
| 7. Native Court Work & Counselling Assoc. of BC | Soc | Networking gatherings to recruit & train a team of youths to become leaders to present counselling and treatment for substance abuse to groups | 7,700 | 3,075 | 0 | Provincial responsibility |
| 8. Ocean Park Business Association | Comm | 12th Annual Ocean Park Day on Saturday, June 20, 2015 providing entertainment, opportunities for local business to showcase and friends to socialize | 2,500 | 1,000 | 0 | Business orientated |
| 9. Race Pace Events Association | Comm | To host two annual races to get Surrey residents active and promote healthier lifestyles | 91,000 | 9,000 | 0 | Event will act as a fund-raiser |
| 10. Source Community Resources | Soc | Ask an Advocate online support on housing issues for Surrey residents including those living in poverty, tenants, landlords, seniors etc. | 24,679 | 16,914 | 0 | Insufficient organizational support |
| 11. South Asian Family Association | Comm | Bollywood Under the Stars Aug 22 2015, free outdoor movie screening with vendor marketplace, food fair and DJ | 34,770 | 2,500 | 0 | Duplicate event |
| 12. Surrey Festival of Dance Society | Cul & Rec | 49th Annual Surrey Festival of Dance competition, Mar 26 - Apr 29, 2015 | 230,100 | 2,000 | 0 | Transferred to Cultural Grant program |
| 13. Surrey Firefighters Pipes & Drum Band | Cul & Rec | To purchase new band uniforms | 98,125 | 40,000 | 0 | Insufficient organizational support and partnership opportunities |
| 14. Vancouver International Bhangra Celebration | Cul & Rec | Annual one day Bhangra Village Conference June 4, 2015, with workshops and panel discussion for bhangra enthusiasts and international bhangra | 14,000 | 6,500 | 0 | Vancouver organization/event |
| | | | \$ 702,588 | \$ 128,890 | \$ 0 | |



**2014 FINANCIAL PLAN
APPROVED CITY GRANTS**

Appendix III - 1

| Non-profit Organization | Description | 2014 Approved Amount | Request |
|-----------------------------------------------------------------------|----------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| 1. 1st Semiahmoo Sea Scouts | Culture & Recreation | 500 | Partnership with Surrey Sailing Club to provide outdoor recreation for boys & girls |
| 2. Alexandra Neighbourhood House | Health & Social | 1,500 | Neighbourhood based "Family Connections" initiative |
| 3. B.C. Pets and Friends | Community Promotion | 500 | "More Bite For Our Bite" - update website for better security & community visibility |
| 4. Big Brothers of Greater Vancouver (Surrey Office) | Health & Social | 1,500 | Prevention-based mentoring programs for at risk children in Surrey |
| 5. Big Sisters of BC Lower Mainland | Health & Social | 1,500 | Mentoring program for at risk girls 7-17 in Surrey |
| 6. Boys and Girls Clubs of South Coast BC | Health & Social | 2,000 | "Active Living Program" mentoring children to engage in healthy living, activities & eating styles |
| 7. Children of the Street Society | Health & Social | 1,000 | TCO2 (Taking Care of Ourselves, Taking Care of Others) to help at-risk children identify and avoid sexual exploitation |
| 8. Cloverdale Business Improvement Association | Community Promotion | 1,000 | 11th Annual Cloverdale Blueberry Festival events - Show n' Shine, Arts Festival, Tractor Pull |
| 9. Community Justice Education Society of BC | Health & Social | 2,000 | Online version of the Little Black Book for youth. Promoting outreach programs to teens in Surrey, Langley, Delta & White Rock |
| 10. Downtown Surrey Business Improvement Association | Community Promotion | 2,000 | Movies under the Stars 2014 / Saturday August 2nd, 9th, 16th, and 23rd |
| 11. Jamaican Canadian Cultural Association of BC | Community Promotion | 1,000 | Jamaican Cultural Festival August 3, 2014 at Holland Park |
| 12. Keys Housing & Health Solutions (South Fraser Community Services) | Health & Social | 500 | Feb 14, 2014 Holland Park event "ONE BILLION RISING FOR JUSTICE" to help demand an end to violence against women |
| 13. Kids Help Phone | Health & Social | 500 | Telephone support and information services to children across Canada. |
| 14. Learning Disabilities Association of BC- Fraser South | Health & Social | 800 | Purchase 4 assistive technology readers for children with reading/learning challenges |
| 15. Leave Out Violence (LOVE) Society BC | Health & Social | 1,000 | Project "Map Surrey" program provides tools for 30 youth ages 13 to 19 to deal with their experiences with violence, then mentor others |
| 16. MADD Canada - Metro Vancouver Chapter | Health & Social | 1,000 | "MADD Canada's School Assembly Program - "SMASHED"" in Surrey to expose myths about drinking, drugging, and driving |
| 17. Nu-Tunes Senior Choir | Culture & Recreation | 500 | Musical performances at care homes in Surrey |
| 18. Ocean Park Business Association | Community Promotion | 500 | 11th Annual Ocean Park Day on Saturday August 16, 2014 |
| 19. Optimist Junior Interclub Curling League | Recreation | 2,000 | "Optimist U18 Curling Championships" at the Cloverdale Curling Club April 2-6, 2014 |
| 20. Pacific Community Church | Health & Social | 2,000 | Cloverdale Community Kitchen - Phase II to create an area where hot meals can be served to clientele |
| 21. Pacific Parklands Foundation | Health & Social | 1,000 | "Spirit Youth Environment Stewardship Program" over 8 weekends in July & August at Tynehead Regional Park |



2014 FINANCIAL PLAN
APPROVED CITY GRANTS

Appendix III - 2

| Non-profit Organization | Description | 2014 Approved Amount | Request |
|------------------------------------------------------|----------------------|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 22. Pacific Post Partum Support Society | Health & Social | 1,000 | Telephone support & counselling support services to the women and their families coping with postpartum depression |
| 23. PLEA Community Services Society of BC | Health & Social | 2,000 | KidStart Mentoring Program, for kids at risk ages 6-18, to increase number of volunteer mentors in Surrey |
| 24. Seniors Come Share Society | Health & Social | 1,500 | Expand transportation services to areas not being reached by the Better at Home programs, decreasing social isolation amongst seniors |
| 25. Servants Anonymous Society Surrey | Health & Social | 1,000 | Provide peer support through an outreach program to prostituted women and youth of Surrey |
| 26. Society of Semiahmoo Animal League | Health & Social | 500 | SALI's Farm program for at-risk children to help break the cycle of violence |
| 27. Source Community Resources | Health & Social | 750 | Community Mapping Project to provide information to residents about community gardens, kitchens, farmers' markets, food 'deserts' & other food related assets |
| 28. St. Oswald's Heritage Church | Culture & Recreation | 750 | Provide bench seating to enjoy the heritage building & site & landmark Douglas Fir trees, add directive signage to existing parking lot |
| 29. Surrey Amateur Radio Club | Culture & Recreation | 550 | Annual Amateur Radio Field Day Event June 24 to 27, 2014 in Grandview Heights |
| 30. Surrey Christmas Bureau | Health & Social | 1,000 | Assist in the Hamper & Adopt-a-Family programs which help families with children under the age of 16 |
| 31. Surrey Festival of Dance Society | Culture & Recreation | 1,000 | 48th Annual Surrey Festival of Dance competition, April 2014 |
| 32. Surrey Hospice Society | Health & Social | 1,500 | Provide new seating for bereavement counselling |
| 33. Surrey International Writers' Conference Society | Culture & Recreation | 1,000 | 22nd Annual Surrey international Writers Conference, October 23 to 26, 2014 at the Sheraton Inn - Guildford. |
| 34. Surrey Live Well Street Fair | Community Promotion | 2,500 | 2nd Annual Street Fair to celebrate healthy living and lifestyles to be held on Sunday, August 24, 2014 |
| 35. Surrey Minor Ball Hockey Association | Culture & Recreation | 1,000 | Create & implement training in Surrey for referees and coaches of ball hockey which helps coaches put children first & teaches kids to be respectful |
| 36. Surrey Search and Rescue Society | Health & Social | 2,200 | Purchase 10 GPS Garmin Handheld 62sc units to replace existing outdated models. |
| 37. Surrey Urban Farmers Market Association | Community Promotion | 2,000 | Year-round market days transitioning from mainly summertime market days.\ |
| 38. Whalley Community Association | Community Promotion | 2,500 | 16th Annual Surrey Fest Downtown - A Celebration of Community 2014 Saturday June 14, 2014 at Central City Plaza |
| 39. YWCA Metro Vancouver | Health & Social | 2,000 | YWCA Youth Programs - "Boys 4 Real" & "That's Just Me" |
| 40. Fraser Valley Heritage Railway Society | Lease | 112,000 | 2014 Lease-in-kind |
| 41. Sunnyside Saddle Club | Lease | 38,400 | 2014 Lease-in-kind |
| 42. Surrey Sailing Club | Lease | 24,000 | 2014 Lease-in-kind |
| 43. Surrey Heritage Society | Lease | 24,000 | 2014 Lease-in-kind |



**2014 FINANCIAL PLAN
APPROVED CITY GRANTS**

Appendix III - 3

| Non-profit Organization | Description | 2014 Approved Amount | Request |
|---------------------------------------------------|--------------------|-------------------------------------|--------------------------------------|
| 44. Panorama Riding Club | Lease | 22,500 | 2014 Lease-in-kind |
| 45. Lower Mainland German Shepherd Dog Club | Lease | 6,000 | 2014 Lease-in-kind |
| 46. Action BMX Association | Lease | 4,000 | 2014 Lease-in-kind |
| 47. Crescent Beach Swim Club | Lease | 625 | 2014 Lease-in-kind |
| 48. Sources Community Resources Centre | Taxes | 5,300 | 2013 Property Taxes |
| 49. Cloverdale District Chamber of Commerce | Business & Tourism | 10,000 | Local Festivals |
| 50. Surrey Board of Trade | Business & Tourism | 10,000 | Business Resource Centre & Awards |
| 51. South Surrey / White Rock Chamber of Commerce | Business & Tourism | 10,000 | Business Resource Centre & Awards |
| 52. Tourism Surrey | Business & Tourism | 10,000 | City Wide Tourism |
| 53. Lower Fraser Valley Exhibition Association | LFVEA | 350,000 | Operations |
| 54. Lower Fraser Valley Exhibition Association | LFVEA | 200,000 | Credit Security |
| 55. Lower Fraser Valley Exhibition Association | LFVEA | 225,000 | Cloverdale Rodeo |
| 56. Honey Hooser Scholarship | Community | 1,000 | Scholarships |
| 57. Arts Council of Surrey | Community | 4,000 | Matching Grant |
| 58. Surrey Foundation | Community | 5,000 | Grant Evaluation |
| 59. Keys Housing & Health Solutions | Community | 24,000 | Street Youth Services |
| 60. Community Enhancement Partnership Program | Community | 25,000 | Matching Grant |
| 61. Cloverdale Curling Club | Community | 60,000 | Operations |
| 62. Metro Vancouver Crime Stoppers | Crime Prevention | 25,000 | Tips Line |
| 63. Surrey Crime Prevention Society | Crime Prevention | 84,500 | Citizens Crime Watch & Anti-Graffiti |
| 64. Ecole Panorama Ridge Secondary | Dry Grad | 250 | 2014 Dry Grad |
| 65. Kwantlen Park Secondary | Dry Grad | 250 | 2014 Dry Grad |
| 66. Queen Elizabeth Secondary School | Dry Grad | 250 | 2014 Dry Grad |
| 67. Sullivan Heights Secondary | Dry Grad | 250 | 2014 Dry Grad |
| 68. Fleetwood Park Secondary School | Dry Grad | 250 | 2014 Dry Grad |
| 69. Special Recognition | | 2,500 | Pins |
| Unallocated - Dry Grad | | 3,250 | |
| Unallocated - One-time | | 11,425 | |
| Unallocated - Special Recognition | | 2,500 | |
| Total | | <u>\$ 1,350,300</u> | |

D26(2)

Appendix IV - 1

POLICY ON CITY GRANTS

1. That two categories of grants be established:
 - Category A - ongoing grants from year-to-year.
 - Category B - all other grants generally for one-time requests.
2. That a Global Grants Budget be placed in the Annual Financial Plan.
3. That total grants not exceed the Global Grants Budget.
4. That grants be intended for specific programs, capital projects, or special events.
5. That all applications for grants must be received at the office of the City Clerk not later than 4:30 p.m., September 30th of each year, or if City Hall is closed on that day, on the next day on which City Hall is open. Grant applications received after that time will not be considered for funding unless the requirement for funding was not reasonably foreseeable prior to September 30th, and unless the requirement for funding is critical to the survival of the organization's programs, capital project, or special event.
6. That grants not be provided to groups for travel, except for groups travelling under the Sister City Program.
7. That a Grant Fund in the amount of \$5,000 be established as a Special Recognition Fund for groups, which have achieved extraordinary accomplishments as determined by Council throughout the year.
8. That organizations providing services that are the responsibility of other levels of government, will not normally be eligible for grants unless the consequences of not funding the grant would result in a significant disadvantage to Surrey which would outweigh the cost of the grant itself. (Example: An organization would lose significant funding from other benefactors without Surrey's participation by way of a nominal grant).
9. That grants not be provided to cover deficits or on-going operating costs.
10. Criteria For Grant Eligibility:
 - (a) The organization must meet the requirements of Sections 8, 24 and 25 of the *Community Charter*.
 - (b) The organization shall have an active governing body composed of volunteers. Its main responsibility shall be program and policy development, and fund-raising. The governing body must be held responsible for the effectiveness of services provided and for financial accountability for funds received from all sources.

POLICY ON CITY GRANTS (cont'd)

- (c) All organizations shall have the following or similar clauses in their constitution and by-laws:
 - i. Paid staff members cannot be voting members of the Board of Directors (or the governing body).
 - ii. No director shall be remunerated for being or acting as a director, but directors may be reimbursed for all expenses necessary and reasonably incurred while carrying out their duties as authorized by the organization.
- (d) The organization shall show evidence that it has fully explored all other viable sources of financial support.
- (e) The organization must extend its service to the general public in Surrey, and must not exclude anyone by reason of race, religion, or ethnic background.
- (f) The organization must not act as a general fund-raiser for, or make grants to, various other groups or organizations.
- (g) The organization must agree to submit an evaluation of the use of the Surrey grant at the end of the program/project/event, or by September 30th, whichever occurs sooner.
- (h) The organization must not view the grant as an automatic ongoing source of funding.

GUIDELINES FOR GRANT PRIORITIES

The following factors will be used to determine priorities for allocating grants to eligible applicants:

1. The need addressed by the program/project/event, and its value to the community:
 - To what degree will the grant promote the well-being of Surrey residents?
 - How many residents will benefit?
 - Why is it important that it be done this year?
 - How severe are the consequences to Surrey residents of not providing a grant?
 - Is there overall community support?
2. The absence of duplication of, or competition with, an existing City program/service/event, and the use of existing community services or facilities to carry out the program/service/event.
3. The cost of the program/project/event:
 - What is the total cost?
 - What is the per capita cost (residents served)?
 - What are the sources of funding, and what percentage would Surrey be contributing?
 - Have all possible sources of funding been pursued?
 - What are the overall financial conditions of the organization, and will the lack of Surrey funding result in cancellation of the program/project/event?
 - Is this a one-time request for funds, or will ongoing support be required?
 - If ongoing support will be required, for how long and to what degree?
4. The appropriateness, effectiveness, and quality of delivery of the program/project/event:
 - How well will it be organized?
 - How many volunteers and volunteer hours will be involved?
 - Will there be coordination with other organizations, which might be interested or affected?
 - Has the organization previously demonstrated success with a similar undertaking?

GUIDELINES FOR GRANT PRIORITIES (cont'd)

5. The quality of the organization's previous and current administration and management, and the length of time and the degree to which the organization has provided previous service to the community:
 - Who are the officers or elected officials of the organization?
 - Is the organization well-known to Surrey residents for their service?
 - What is their history of service to Surrey?
 - What are the future plans and goals of the organization?
 - Has the organization previously received funds from Surrey, and did they submit an evaluation for the use of those funds?

PROCEDURE FOR PROCESSING GRANT REQUESTS

1. Applicants must submit a grant application to the City Clerk on the prescribed form, by September 30th in order to be considered for a grant for the following year.
2. A Grants Evaluation Committee, consisting of a staff representative from Finance, Parks Recreation and Culture and Corporate Services, will review all grant applications to ensure completeness and to ensure grant eligibility as specified by policy.
3. New grant requests shall be listed under the following categories:
 - Taxes
 - Community Promotion
 - Environmental
 - Cultural and Recreational
 - Health and Social Services
4. The Grants Evaluation Committee will (after consultation as they deem necessary with the grant applicants, with City General Managers or their staff, with other Surrey Committees or Commissions, or with community groups) submit to the Finance Committee of Council, a list of all grant applications along with recommended grant amounts. The total of the recommended grants shall not exceed the total grants budget funding available, and a minimum of \$10,000 of the grants budget shall remain unallocated for critical, unanticipated grant requests received after September 30th.
5. The Finance Committee of Council will review the recommendations of the Grants Evaluation Committee, and may request additional information or request to hear delegations. The Finance Committee will then submit a list of recommended grant amounts to Council for their review and for the necessary approval. The approved grants shall be subject to final confirmation by Council after all appeals have been dealt with.
6. The City Clerk shall notify all applicants, by regular mail, of Council's initial decision, and shall advise them of the Appeal Procedure. Applicants shall be advised that grant amounts are subject to final confirmation by Council after all appeals have been dealt with.
7. The Grants Evaluation Committee shall be responsible for ensuring that all organizations, which receive a grant, submit an evaluation report on the use of the grant funds.

PROCEDURE FOR GRANT APPEALS

Appeals of Council's decisions will be considered only in instances where additional grant funds are required to prevent unforeseen circumstances which could result in employee lay-offs or threaten the financial well-being or survival of the organization, or where significant new information will be presented which was not available during the grants review process.

Organizations must notify the City Clerk in writing, within 14 days from the date that the grant notifications were mailed, that they wish to appeal Council's decision. The grant applicants must give a clear explanation of why they feel they qualify for an appeal. The appeal request will be presented to Council for a decision on whether the appeal will be considered, and the applicant shall be notified accordingly.

If the appeal is not successful, that organization may not reapply for funding of the same service in the same funding year.

PROCEDURE FOR PROCESSING LATE GRANT APPLICATIONS

Grant applications received after the September 30th deadline will be referred to the Grants Evaluation Committee for the following action:

- (a) If the requirement for grant funds was not reasonably foreseeable prior to September 30th, and if the requirement for immediate funding is critical to the survival of the organization or the event, then the Grants Evaluation Committee may refer the application to Council along with a recommended grant amount.
- (b) If the Grants Evaluation Committee believes that the grant application does not qualify for consideration under 5, then the Committee shall advise the grant applicant in writing that they do not qualify for consideration, but that they may reapply by the September 30th deadline for the following year. The applicant shall be advised that they may appeal this action of the Committee by requesting the City Clerk in writing to refer their application directly to Council, and by explaining why they should receive special late consideration for a grant. The appeal will be forwarded to Council for consideration, along with a recommendation from the Grants Evaluation Committee.

PROCEDURE FOR SETTING A GLOBAL GRANTS BUDGET

Prior to September 30th of each year, the Grants Evaluation Committee shall review the present year's budget, consult with larger ongoing grant recipients as necessary, and then submit a recommended global grants budget to the City Manager. The City Manager shall review the recommendation, and include a Global Grants Budget amount in the preparation of the Annual Financial Plan.