

NO: R127

COUNCIL DATE: May 30, 2016

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **May 26, 2016**

FROM: **General Manager, Parks, Recreation and Culture** FILE: **1850-01**
General Manager, Finance and Technology

SUBJECT: **Funding Request - Community Enhancement Partnership (CEP) Program**
Grant Application – Ocean Park Banner Pole Lights

RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance & Technology Department recommend that Council approve a grant under the CEP Program of up to \$3000 to the Ocean Park Community Association to fund the refurbishment of the banner pole lights in Ocean Park.

BACKGROUND

In January 2010 Council adopted the Community Enhancement Partnership (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 these 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; or
- **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 “1”. The 2016 CEP Program has a budget of \$40,000.

The community has been notified of this program through stakeholder mail-outs, newspaper ads, 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 Program. Ninety two (92) CEP Program grants have been approved to date.

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

DISCUSSION

Ocean Park Banner Pole Lights

Several years ago the Ocean Park Community Association (the “Association”) installed banner pole lights on City infrastructure, with the City’s permission. Since that time, the lights have aged and are no longer functioning effectively. The Association has applied for CEP funding for \$3,000 to help fund the refurbishment of the banner pole lights on the street lights on 16 Avenue between 128 Street and 129A Avenue and 128th Street between 15 A Avenue and 17 Avenue. The lights were removed in 2015 and need bulb replacements before they can be reinstalled. Since Ocean Park is not part of the city wide seasonal light program, as it is not a town centre, the costs to cover the refurbishment are being coordinated by the Association. The lights will remain up year round until replacement is required and the City will cover the costs of the initial installation.

The applicants are requesting \$3,000 to cover the costs of bulb replacement, and it is estimated the entire refurbishment project will cost \$3,572.90. The Association is planning to add seasonal lighting in the village during the holiday season and will host an event at the Ocean Park Hall.

Based on a review of the project according to the CEP Program criteria, a grant of up to \$3,000 to the Association is considered reasonable, subject to the group submitting photographs documenting the progress and outcomes of the project.

Funding

Appendix “III” provides information on the status of funding related to the Community Enhancement Partnership Program based on an assumption that Council will approve the recommendations of this report.

SUSTAINABILITY CONSIDERATIONS

The CEP Program supports the goals of the City’s Sustainability Charter by encouraging social connections, volunteerism, community ownership and citizen engagement, in accordance with the Sustainability Charter Goals SC 6, 7, 8 and 13.

CONCLUSION

Based on the above discussion, it is recommended that Council approve a CEP Program grant of up to \$3,000 to the Ocean Park Community Association to fund the refurbishment of the banner pole lights in Ocean Park.

Laurie Cavan
General Manager
Parks, Recreation and Culture

Vivienne Wilke, CPA, CGA
General Manager
Finance and Technology

Appendix I: CEP Program Overview and Guidelines

Appendix II: Project Details and Location

Appendix III: Status of Community Enhancement Partnership Program Funding

CEP Program Overview and Guidelines



Community Enhancement Partnership Program (CEPP) Program Overview and Guidelines

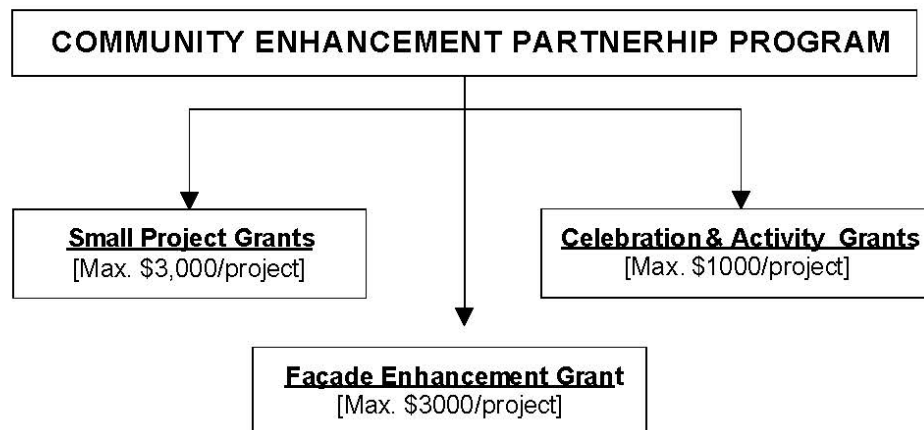
The Community Enhancement Partnership Program (CEPP) is an initiative of Council to encourage neighbourhood projects and activities that beautify our streets and public spaces. Through the Program, residents, groups and businesses can apply to the City for a grant to plan, organize and implement small 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.

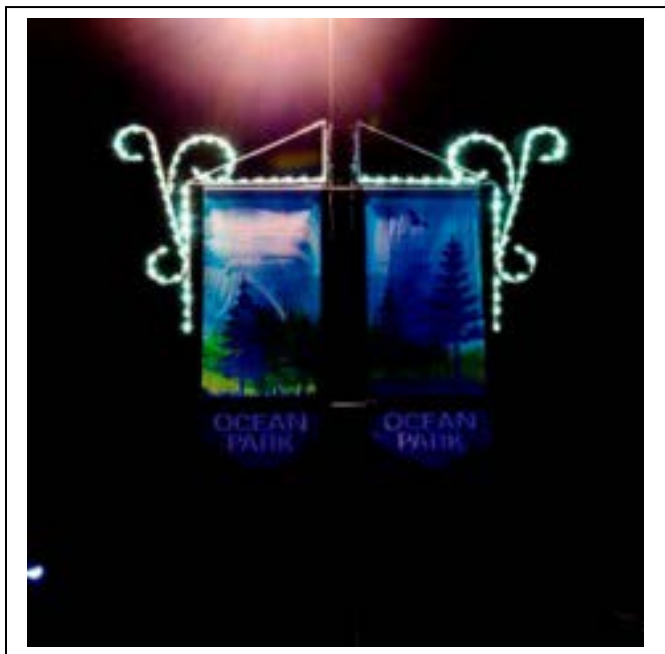
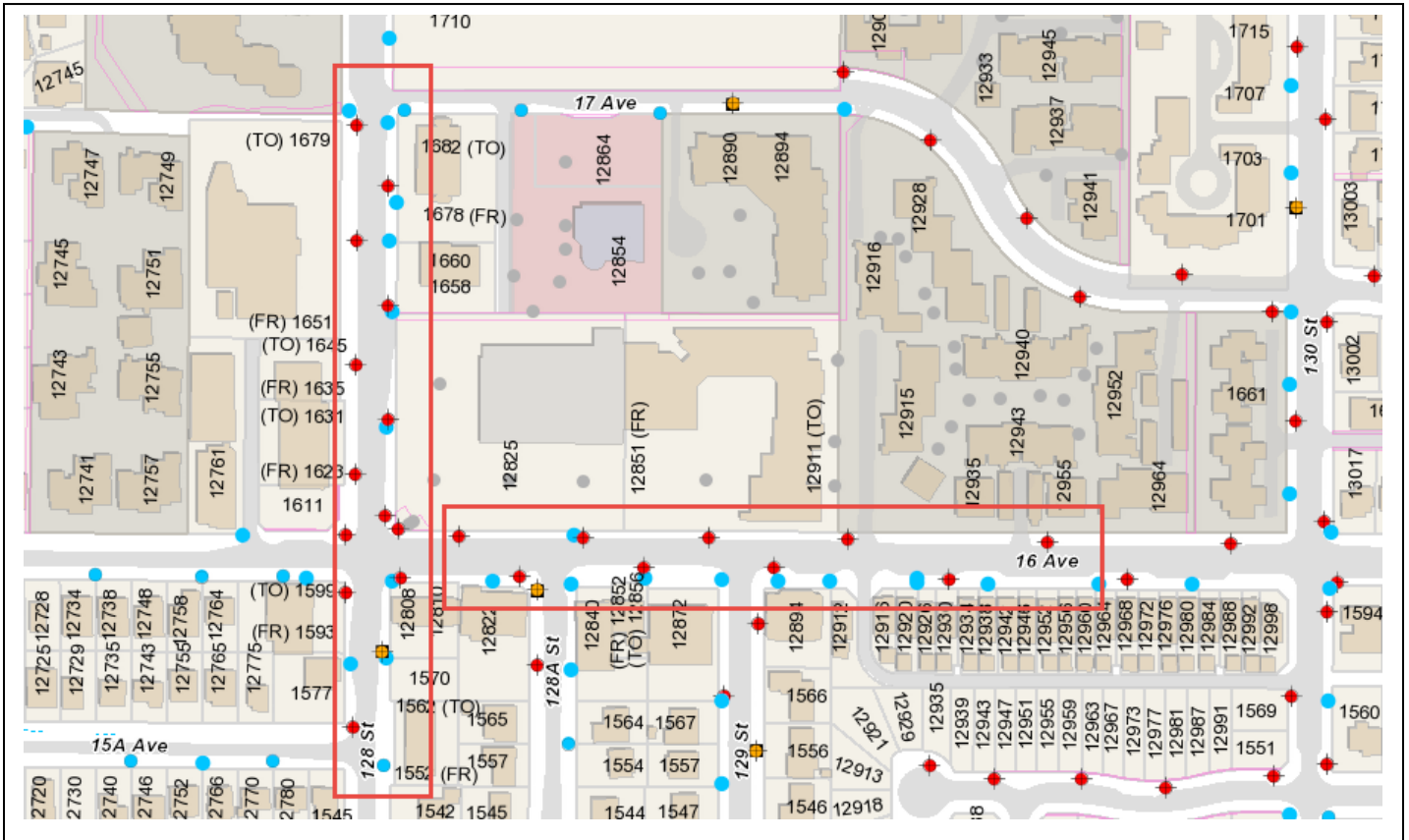
Grants will NOT be awarded to/for:

- 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.

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 Details and Location 128 Street and 16 Avenue



Banner Pole Lights

Status of Community Enhancement Partnership Program Funding



2016 FINANCIAL PLAN
COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM

Description	Amount	Allocation to	
		Date	Remaining
2009 Budget Allocation	\$ 25,000.00		
2010 Budget Allocation	\$ 25,000.00		
2011 Budget Allocation	\$ 25,000.00		
2012 Budget Allocation	\$ 25,000.00		
2013 Budget Allocation	\$ 25,000.00		
2014 Budget Allocation	\$ 25,000.00		
2015 Budget Allocation	\$ 50,000.00		
2016 Budget Allocation	\$ 40,000.00		\$ 240,000.00
Total budget Allocation since inception (2009)	\$240,000.00		
Grants awarded from previous years		\$	94,280.00
Grants awarded in 2015			
58. Friends of the Grove	\$ 1,000.00		
59. Hall's Prairie Stream of Dreams	\$ 1,000.00		
60. Frost Road Elementary and HASTE BC	\$ 1,000.00		
61. Kylie Al/Indigo Townhouse Complex	\$ 500.00		
62. FAÇADE- Old Surrey Restaurant	\$ 3,000.00		
63. DiverseCity Street Patio	\$ 3,000.00		
64. Crescent Park Garden	\$ 3,000.00		
65. W.E. Kinvig Fence Project	\$ 2,912.00		
66. Panorama Picnic in the Park	\$ 1,000.00		
67. FAÇADE- Yang Gateway Medical	\$ 1,520.00		
68. Gratitude Garden Project	\$ 3,000.00		
69. 98 Ave Block Party	\$ 690.00		
70. 34B Ave Block Party	\$ 655.00		
71. 81A Boulevard Project	\$ 500.00		
72. Skylands Townhouse Block Party	\$ 275.00		
73. Fraserview Terrace Block Party	\$ 550.00		
74. IAR Block Party	\$ 1,000.00		
75. Country Woods	\$ 1,000.00		
76. Church Lane Garden Walkway	\$ 770.00		
77. Youth Church Surrey	\$ 500.00		
78. PopUp Newton Art Walk	\$ 1,000.00		
79. Encyclopedia House	\$ 2,000.00		
80. A1 Sports Halloween Event	\$ 1,000.00		
81. 185th Street Entrance	\$ 1,950.00		
82. FAÇADE- 5619 176 A Street	\$ 480.00		
Grants awarded in 2016 (to date)			
83. Bark Park Temporary Dog Park	\$ 3,000.00		
84. 120th Street Planters	\$ 315.00		
85. FAÇADE- Ukrainian Orthodox Cultural Centre	\$ 3,000.00		
86. Little Free Library	\$ 240.00		
87. Kingfisher Community Gardens	\$ 2,300.00		
88. Crescent Beach Garden	\$ 900.00		
89. Chinese Traditional Festival	\$ 1,000.00		
90. Park Drive Boulevard Garden	\$ 450.00		
91. Rosemary Heights Block Party	\$ 550.00		
92. Panorama NA Pincic in the Park	\$ 1,000.00		
93. Ocean Park Banner Lights (proposed)	\$ 3,000.00		
Total allocations :	\$ 49,057.00	\$	143,337.00
		\$	56,483.20