

NO: R030

COUNCIL DATE: February 6, 2017

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## REGULAR COUNCIL

TO: **Mayor & Council** DATE: **February 1, 2017**

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

SUBJECT: **Community Enhancement Partnership (CEP) Program Grant Application – Friends of the PLOT Garden Renewal**

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## RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance & Technology Department recommend that Council approve a grant under the CEP Program of up to \$3,000 to the Friends of the PLOT for the second season of the PLOT shared garden in Newton.

## 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.
- **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 2017 CEP Program has a budget of \$45,000.

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. One hundred and sixteen (116) 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**

### **Friends of the PLOT - Second Season of PLOT Shared Garden in Newton**

Friends of the PLOT, consisting of active volunteers from the 2016 PLOT garden, is a newly formed group who plan to continue growing the garden and holding related activities throughout the 2017 growing season.

PLOT will continue to be a collectively tended, interactive and functional food garden for the Newton Community - a single, large shared garden to provide opportunities for participation, inspiration, education as well as food. The garden is open to everyone, and community members will continue to garden, take part in potluck feasts and ceremonies at the medicine wheel to mark the passing of the seasons. All produce is available for free to anyone who stops by the garden. Garden organizers have signed a one year agreement with Parks and understand that the site will be developed at some point in the future. The group is committed to managing and maintaining the site and will be in close contact with City Staff regarding any issue that may arise. Although the City's development of the site is unlikely to occur during the one-year term of the agreement, the group understands that the Garden would need to be vacated without delay should the City move to develop the site before the end of the one-year agreement.

In 2016, a local resident was concerned about the perceived increased presence of homeless people in the vicinity of PLOT. Staff conducted meetings with stakeholders to investigate the issues and required several site changes. Staff also reviewed lines of communication between the garden group, By-Law Enforcement and the RCMP. The group has signed an agreement outlining their roles including working with the local community to resolve any neighbourhood concerns in 2017. They will be working closely with City By-Law Enforcement to address any issues that may arise on site.

The applicants are requesting \$3,000 to cover costs of topsoil, seeds, irrigation equipment and tools. The group is working on soliciting additional funds and in-kind donations to cover additional garden costs. Hundreds of volunteer hours are anticipated in the tending of the garden and programming of activities.

Based on a review of the project according to the CEP Program criteria, a grant of up to \$3,000 to the Friends of the PLOT 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 CEPP Program meets the goals of the City's Sustainability Charter 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. Specifically the project supports the following Desired Outcomes and Strategic Directions:

- Inclusion DO 21: All residents have opportunities to be meaningfully engaged in civic issues and to contribute to community life.
  - SD 19: Support placemaking opportunities at the neighbourhood level and the creation of community gathering spaces.
- Built Environment and Neighbourhoods DO 3: The City Centre is a dynamic, attractive and complete metropolitan area and important international destination, and is one of North America's most livable and desirable downtowns.
  - SD 8: Strengthen and promote community engagement and programming in public spaces.

## CONCLUSION

Based on the above discussion, it is recommended that Council approve a CEP Program grant of up to \$3,000 to the Friends of the PLOT for the PLOT Shared Garden in Newton.

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



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

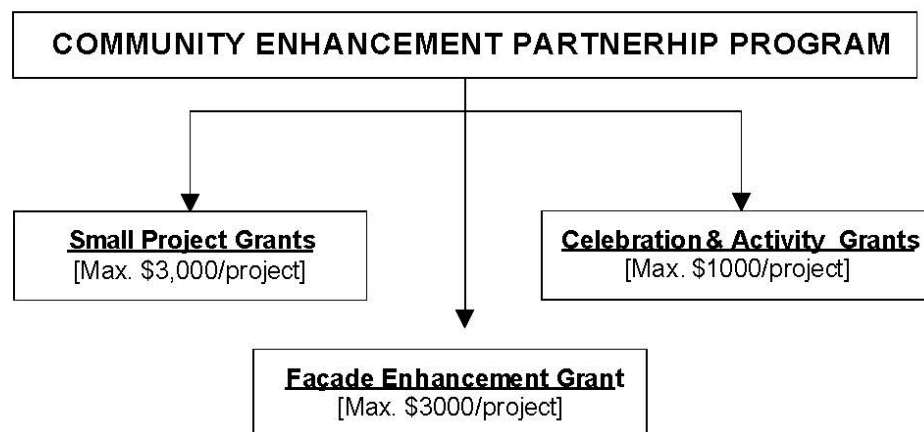
The Community Enhancement Partnership Program (CEPP) is an initiative of Council to encourage neighbourhood projects and activities that beautify our streets and public spaces. Through the Program, residents, groups and businesses can apply to the City for a grant to plan, organize and implement small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

Facade Enhancement Grants help to encourage commercial property owners and businesses to invest in their buildings and storefronts through façade renovations. Property owners are urged to renovate, building façades through grants, matching up to 30% of the eligible costs to a maximum of \$3,000. Through the Façade 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. Façade 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 Details and Location**  
**PLOT Garden - 13742 71 Avenue**

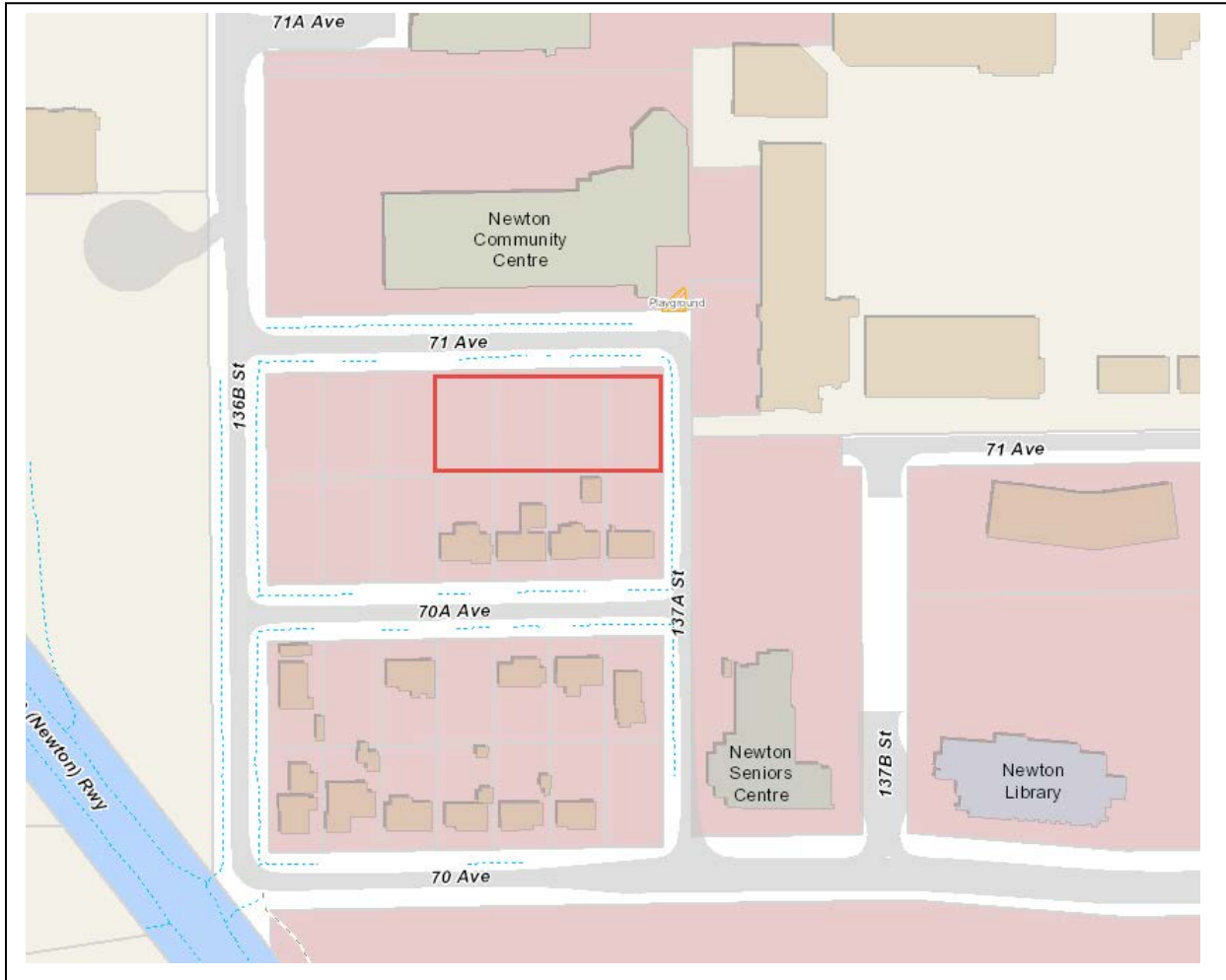


Image from the 2016 growing season of the PLOT Sharing Garden

## Status of Community Enhancement Partnership Program Funding



### 2017 FINANCIAL PLAN COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM

Description	Amount	Allocation to Date	Remaining
<b>2017 Budget Allocation</b>	\$ 45,000.00		
<b>Total budget Allocation since inception (2009)</b>	<b>\$ 285,000.00</b>		
<b>Grants awarded from previous years</b>		<b>\$ 127,582.00</b>	
<b>Grants awarded in 2016</b>			
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 Picnic in the Park	\$ 1,000.00		
93. Ocean Park Banner Lights	\$ 3,000.00		
94. 129A Street Block Party	\$ 625.00		
95. FAÇADE- Rickshaw Sign	\$ 1,140.00		
96. FAÇADE- Sprite Computers	\$ 1,500.00		
97. 60th Avenue Block Party	\$ 450.00		
98. Whalley's Corner Community Festival	\$ 1,000.00		
99. Fraserview Terrace Block Watch Festival	\$ 1,000.00		
100. PLOT Celebration	\$ 1,000.00		
101. Newton Early Years Festival	\$ 1,000.00		
102. Fraser Heights Block Party	\$ 1,000.00		
103. Church Lane Walkway	\$ 207.00		
104. Adams Road Community Fall Fair	\$ 1,000.00		
105. 141 St. Neighbour Day Party	\$ 280.00		
106. Holly Park Lane Neighbour Day Party	\$ 500.00		
107. Roxburgh Road Block Party	\$ 610.00		
108. Chatham Lane Townhouses Block Party	\$ 265.00		
109. Jedburgh Place Block Party	\$ 350.00		
110. 129 St. Block Party	\$ 1,000.00		
111. Cherry Tree Lane Block Party	\$ 500.00		
112. PLOT clean up and celebrations	\$ 600.00		
113. Sullivan Sport Court Landscape Project	\$ 1,200.00		
114. Friends of the Grove	\$ 500.00		
<b>Grants awarded in 2017 (to date)</b>			
115. Newton Tickle Trunk	\$ 2,000.00		
116. SSCC Community Summit	\$ 1,000.00		
<b>117. Friends of the PLOT (proposed)</b>	<b>\$ 3,000.00</b>		
<b>Total allocations :</b>	<b>\$ 37,482.00</b>	<b>\$ 165,064.00</b>	<b>\$ 84,532.43</b>