

REGULAR COUNCIL

TO: **Mayor and Council** DATE: **May 25, 2017**

FROM: **General Manager, Parks, Recreation & Culture** FILE: **7800-01**
General Manager, Finance & Technology

SUBJECT: **Supplemental Funding Requests - 2017 *Cultural Grants Program***

RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance & Technology Department recommend that Council:

1. Receive this report as information; and
2. Approve under the *Cultural Grants Program*, seven (7) supplemental grants totalling \$32,500, as generally described in this report.

INTENT

The purpose of this report is to obtain approval for the issuance of seven (7) supplemental grants under the *Cultural Grants Program* for 2017, the “Program”.

BACKGROUND

At its Regular meeting on January 16, 2017, Council adopted the recommendations of Corporate Report R012; 2017, “Cultural Grants Program – Grant Allocation Adjustments & 2017 Awards”, approving cultural grants to sixty-eight (68) organizations totalling \$321,925. As per the Program Guidelines outlined in Appendix “I”, the balance of available funds for 2017 (\$78,075) has been reserved for additional emerging projects throughout 2017.

Since that approval, the Program has received seven (7) late grant submissions. The report addresses these applications.

DISCUSSION

Description of Applications

1. **Art2 Heart**

Art2Heart is a youth-driven art collective based in the Fraser Heights area who’s focus is creating opportunities for youth to express themselves through the arts. Program funding will be used to support a community mural, a pop up interactive art exhibition and a year-end showcase. The Evaluation Committee recommends awarding \$3,200 in funding to support this initiative.

2. Fraser Valley Neighbourhood Association

The Fraser Valley Neighbourhood Association will use the Program funding to support the presentation of the Moon Festival in September; a traditional Chinese celebration and festival. The Evaluation Committee recommends awarding \$3,700 in funding to support this initiative.

3. Fraser Region Aboriginal Friendship Centre Association “FRAFCA”

Program funding will be used to support the National Aboriginal Day celebrations taking place on June 21 at Bridgeview Community Centre. It will be an opportunity to support cultural sharing and broaden awareness of the diversity of the Aboriginal community in Surrey. The Evaluation Committee recommends awarding \$5,000 in funding to support this initiative.

4. International City of Refuge Network “ICORN”

Following the designation of the City of Surrey as Canada’s first International City of Refuge in 2016, this request for funding in 2017 will support the local ICORN Committee’s efforts to prepare for the artist residency to start in early 2018. ICORN is a collaborative project organized by PEN Canada, Kwantlen Polytechnic University, Simon Fraser University and Surrey Public Libraries. The Evaluation Committee recommends awarding \$5,000 in funding to support this initiative.

5. North American Han Yang Arts and Culture Center Association

The North American Han Yang Arts and Culture Center Association, encourages and supports participation in and appreciation of Chinese traditional dance. Program funding will be used to support capacity building initiatives for the organization. The Evaluation Committee recommends awarding \$2,000 in funding to support this initiative.

6. Sierra Leonean Community of BC

Program funding will be used to support Canada-Sierra Leone Cultural Heritage Day, held in Fleetwood in May 2017, recognizing and celebrating the Sierra Leonean contribution to Canadian society and the City of Surrey. The Evaluation Committee recommends awarding \$3,600 in funding to support this initiative.

7. Vancouver International South Asian Film Festival

Program funding will be used to support a four (4)-day forum and series of film screenings, held in conjunction with the overall Festival, to showcase women in film. The Evaluation Committee recommends awarding \$10,000 in funding to support this initiative.

Evaluation of Applications

The applications were reviewed by the Evaluation Committee comprised of staff and one representative of the Culture Development Advisory Committee using a point rating system against the following Program criteria:

- Merit of the initiative for which grant funding is requested;
- Potential community impact of the initiative; and
- Health and capacity of the applicant organization to carry out the initiative.

Based on their evaluation, the Committee recommends that Council approve under the *Cultural Grants Program* seven (7) supplemental grants totalling \$32,500.

Status of Program Funding

A summary of the sixty-eight (68) grants totalling \$321,925 that have already been approved under the 2017 Program is outlined in Appendix “I”. Also outlined in Appendix “II” are the remaining funds (\$45,575) assuming Councils approval of the 7 grant requests as contained within this report. A budget of up to \$400,000 was allocated in the 2017 operating budget for the *Cultural Grant Program*, leaving a balance of \$78,075 in available funds to support emerging projects such as the ones under consideration in this report.

Distributing the Cultural Grants

In accordance with the Program Guidelines and subject to approval of the grants by Council the applicants will receive eighty percent (80%) of the approved grant funding up front with the remaining balance to be forwarded to the applicant upon the receipt and acceptance by the City of a final report submitted by the applicant that demonstrates that the work or activity for which the grant was awarded has been duly completed.

SUSTAINABILITY CONSIDERATIONS

The Cultural Grants Program supports the Community Theme of “Education and Culture” identified in the City’s Sustainability Charter:

- Arts and Heritage - DO7: An enviable and vibrant arts and heritage sector contributes to Surrey’s citizen engagement, enrichment, economy, community liveability and civic pride.

CONCLUSION

The Parks, Recreation & Culture Department and the Finance & Technology Department recommend that Council approve under the 2017 *Cultural Grants Program* the seven (7) supplemental grants as generally described in this report.

Laurie Cavan
General Manager
Parks, Recreation & Culture

Kam Grewal, CPA
Acting General Manager
Finance & Technology

Appendix “I” Surrey Cultural Grants Program Guidelines
Appendix “II” Status of Cultural Grants Program Funding for 2017

Surrey Cultural Grants Program Guidelines



SURREY CULTURAL GRANTS PROGRAM

GUIDELINES

1. The vision of the Cultural Grants Program (the “Program”) is to support and enhance arts and heritage in Surrey through:
 - building organizational capability and sustainability in each of existing and new local cultural organizations;
 - investing in community-based cultural activities that promote awareness, access, participation and appreciation of arts and heritage; and
 - encouraging collaborative opportunities and partnerships.
2. General guidelines for the Program include:
 - Organizations may submit one application per grant cycle;
 - Grants will be awarded based on number of eligible applicants and available funding in each year;
 - Up to twenty percent (20%) of available grant funding for the Program may be retained as a contingency for extemporaneous grants and as a contingency; and
 - City enhancement goals and cultural investment strategies as contained in City plans, including Surrey’s Cultural Plan, may be considered in the awarding grants.
3. The following will not be eligible in relation to grants under the Program:
 - educational institutions;
 - religious, political, and business groups;
 - fundraisers;
 - travel (more than 200 kilometres outside the Lower Mainland);
 - deficit reduction; and
 - capital projects.
4. Grants will be awarded in each of the following three noted categories:
 - **Capacity Building Grants:** Under this category grants up to \$2,500 will be provided to qualified groups to support the organizations’ development needs, including but not restricted to any of the following:
 - training;
 - workshops and conferences;
 - applying for registered not-for-profit status;
 - Board development activities;



- marketing; and
 - strategic planning.
- **Project Grants:** Under this category grants will be provided to encourage partnerships and collaborations that result in cultural programs and initiatives. The grant award would contribute up to fifty percent (50%) of the program budget on a matching basis, which could include in-kind contributions. The maximum grant under this category is \$5,000.
 - **Cultural Sustainability Grants:** Under this category grants will be provided to assist with costs for an organization to provide cultural-based servicing in the City. Such a grant would be a “one time” grant. The applicant would need to provide a business plan as part of its application that demonstrates economic viability and includes demonstration of secured funding for at least 80% of the current year’s budget for the organization. The grant would be limited to the lesser of \$5,000 or twenty percent (20%) of the organization’s annual budget and could recognize the value of in-kind contributions by the organization.
5. The following documents the eligibility criteria under each of the above-referenced categories:

Capacity Building Grants

To be eligible under this category, the applicant must be:

- a not-for-profit organization (registered or non-registered);
- principally based in Surrey; and
- requesting a grant to address the organizations’ development needs, including but not restricted to:
 - attendance at training, workshops and conferences;
 - registering for not-for-profit status;
 - Board development; and/or
 - strategic planning.

Project Grants

To be eligible under this category, the applicant must be:

- a not-for-profit organization (registered or non-registered) or individuals partnering with a not-for-profit organization (registered or non-registered);
- principally based in Surrey;
- proposing a project that has a duration of no more than 16 months; and



- having matching funds and/or in-kind contributions equivalent to the amount of the grant that is being requested.

Cultural Sustainability Grants

To be eligible under this category, the applicant must:

- be a not-for-profit organization (registered);
- be principally based in Surrey;
- have developed a sustainable business plan for the on-going operation of the organization with diverse revenue sources; and
- limit the application to the lesser of \$5,000 or 20% of the annual budget of the organization with the remainder of the budget being reasonably secured.

Application Processing Procedures

6. The following is a description of the procedure for interested parties to make application under the Program:
 - Interested parties are required to submit a one page expression of interest to the City that describes the reason that an application is being made and a demonstration that the related eligibility criteria are met.
 - Staff will review the submissions and short-list those that appear to be fully eligible to make application.
 - Eligible applicants will be invited to an information session where application forms will be distributed, information will be provided about how to fill out the application form, and questions will be answered.
 - The deadline for applications will be shared. All applications received by that date will be evaluated with the results of the evaluation and the related grants announced.
 - Each application will be reviewed by City staff to ensure that it is complete and meets the Program criteria. Each complete and eligible application will then be evaluated by a staff Grant Evaluation Committee comprised of representatives from: Arts, Heritage, Library, Economic Development and Finance. The Committee will recommend the grant amount for each eligible applicant that will then be forwarded to Council for approval.
 - City staff will notify all applicants of Council's decision, and will advise them of the Appeal Procedure.



- having matching funds and/or in-kind contributions equivalent to the amount of the grant that is being requested.

Cultural Sustainability Grants

To be eligible under this category, the applicant must:

- be a not-for-profit organization (registered);
- be principally based in Surrey;
- have developed a sustainable business plan for the on-going operation of the organization with diverse revenue sources; and
- limit the application to the lesser of \$5,000 or 20% of the annual budget of the organization with the remainder of the budget being reasonably secured.

Application Processing Procedures

6. The following is a description of the procedure for interested parties to make application under the Program:
 - Interested parties are required to submit a one page expression of interest to the City that describes the reason that an application is being made and a demonstration that the related eligibility criteria are met.
 - Staff will review the submissions and short-list those that appear to be fully eligible to make application.
 - Eligible applicants will be invited to an information session where application forms will be distributed, information will be provided about how to fill out the application form, and questions will be answered.
 - The deadline for applications will be shared. All applications received by that date will be evaluated with the results of the evaluation and the related grants announced.
 - Each application will be reviewed by City staff to ensure that it is complete and meets the Program criteria. Each complete and eligible application will then be evaluated by a staff Grant Evaluation Committee comprised of representatives from: Arts, Heritage, Library, Economic Development and Finance. The Committee will recommend the grant amount for each eligible applicant that will then be forwarded to Council for approval.
 - City staff will notify all applicants of Council's decision, and will advise them of the Appeal Procedure.

APPENDIX "II"

Status of Cultural Grants Program Funding for 2017



2017 Cultural Grants

Description	Allocation to date
2017 Approved Budget	<u>400,000</u>
Cedar Hills Caledonian Pipe Band Society	1,375
Maker Cube	1,800
Semiahmoo Arts	3,000
Semiahmoo Potters Society	3,000
Streetchip Hip Hop Society	3,000
Surrey Choral Arts Society	2,500
Surrey International Folk Dancing Society	2,500
Surrey Little Theatre	3,000
Surrey Photography Club	1,200
Surrey Symphony Society	2,500
Theatre Conspiracy	1,500
Westcoast Harmony Chorus	2,500
Arts Umbrella	5,000
African Stages Association of BC	10,000
AgentC Projects	5,000
Association Francophone de Surrey	5,000
Baobab Inclusive Empowerment Society	5,000
Barbados Cultural Association of BC	2,500
Borealis String Quartet	5,000
Canada Nepal Friendship and Cultural Society	3,500
Chinese Village Club Society	1,500
Cloverdale Arts and Entertainment Association	3,000
Colourfest Surrey	5,000
Dancing Tones Association	5,000
Diwali Celebration Society	10,000
Dreamrider Productions Society	5,000
Festival African Heritage Music and Dance Society	10,000
Fraser Valley Chinese Culture Association	5,000
Friends of the Grove	1,000
Fraser Valley Gilbert & Sullivan Society	5,000
Global Peace Alliance	5,000
Greater Vancouver Japanese Canadian Citizens' Assoc.	5,000
Description	Allocation to date

Jamaican Canadian Cultural Association of BC	4,250
Kiwanis Fraser Valley Music Festival Society	10,000
Mha Puja BC Cultural Group	2,500
Naad Foundation	10,000
Naked Stage Productions Society	5,000
Nepali Womens Association of BC	1,250
Penninsula Productions Society	10,000
Rangmanch Punjabi Theatre	5,000
Royal Academy of Bhangra	5,000
Royal Canadian Theatre Company	10,000
Sher Vancouver	5,000
SOFIA Collective	5,000
South Asian Arts Society	10,000
Surrey English Teachers' Association	2,300
Surrey Festival of Dance	5,000
Surrey International Writers Conference Society	5,000
Surrey Latin Integration Society	5,000
Surrey Sings Choral Festival	5,000
Surrey Tourism/Arts Council of Surrey	5,000
Surrey CAN	3,050
Tara Rince Society	2,500
Teatr Polski	5,000
The Beach House Theatre Society	10,000
The Handel Society of Music	5,000
The Mother Language Lovers of the World Society	2,500
The Vancouver Inter-Cultural Orchestra Society	5,000
The Young Peoples' Opera Society of BC	5,000
Vancouver Opera Association	5,000
Vancouver Tagore Society	5,000
VG Playroom	5,000
Vancouver International Bhangra Celebration Society	10,000
Youth Arts Council of Surrey	1,700
Zinc. Artist Collective	5,000
ArtsCan Resource Network	5,000
Empire of the Peace Arch Monarchist Association	2,500
Surrey Art Gallery Association (SAGA)	5,000
Proposed Supplemental Grants for 2017	
Art2Heart	3,200
Fraser Region Aboriginal Friendship Centre Association	5,000
Fraser Valley Neighbourhood Association	3,700
ICORN	5,000
North American Han Yang Cultural Center Association	2,000
Sierra Leonean Community of BC	3,600
Vancouver International South Asian Film Festival (proposed)	10,000
Allocations for 2017	354,425
Unallocated Balance	<u>45,575</u>