

NO: F004

COUNCIL DATE: December 11, 2018

FINANCE COMMITTEE

TO: **Mayor & Council**

DATE: **November 21, 2018**

FROM: **General Manager, Finance**

FILE: **1850-20**

SUBJECT: **City Grants for 2019 (As amended by the Finance Committee at the December 11, 2018 meeting)**

RECOMMENDATION

It is recommended that the Finance Committee recommend that Council approve the 2019 City Grants as recommended by the Grants Evaluation Committee and as documented in Appendices “I”, “II” and “III” attached to this report.

BACKGROUND

Each year, Council provides financial support to local non-profit, community based organizations through the City Grants Program. These include On-going Leases and Property Taxes, Business and Tourism Grants, Crime Prevention Grants, Community Grants, which includes Community Events Policing Grants, Sport Tourism Grants, Community Enhancement Partnership (“CEP”) Program, and other community based programs; and One-time Grants. A cross departmental committee reviews the applications for each program and makes recommendations to Council.

During 2018, Council has provided approximately \$1.55 million in financial support through the City Grants Program under the following categories:

Ongoing Leases and Property Taxes

The Ongoing Leases component of the City Grants Program refers to City-owned land and/or space that is being used by not-for-profit organizations and for which the lease payments are forgiven. In 2018, Council approved “in-kind” grant amounts totalling \$272,525 as forgiven lease payments.

An allocation is included in the Grants budget for not-for-profit organizations that would have qualified for a Permissive Property Tax Exemption but did not meet the submission deadline for such exemptions. Grants that are provided from this allocation are intended to be one-time and are restricted to the municipal portion of the not-for-profit organization’s property taxes.

Ongoing Business & Tourism

The Business & Tourism component of the City Grants Program includes the Cloverdale District of Commerce, Surrey Board of Trade, South Surrey Chamber of Commerce, and Surrey Tourism & Convention Association. The Surrey Board of Trade and the two Chambers of Commerce play an

important role in encouraging businesses to locate in Surrey and this grant supports their ongoing success. The Surrey Tourism and Convention Association is a recognized destination marketing organization, with a mandate to market and promote the entire City of Surrey through its marketing initiatives and programs. In 2018, Council approved grants totalling \$70,000 under the Business and Tourism category.

Ongoing Crime Prevention

The Crime Prevention component supports the City's Crime Reduction Strategy and includes, Surrey Crime Prevention Society ("SCPS"), Crime Stoppers, and the Lookout Housing and Health Society ("Lookout").

SCPS is a committed partner in the enhancement of community safety in the City of Surrey. SCPS's dedicated and trained volunteers contribute their time to support the following programs in the City of Surrey: Community Safety tours, Mentorship and Leadership Program, Citizens Community Safety Watch, and LEAP High School Work Experience Program. Over time, SCPS has increased its programs and supported many projects in partnership with the City of Surrey, Surrey RCMP, and Surrey Fire Department.

Crime Stoppers is a non-profit society that receives anonymous tip information about criminal activity and provides it to Surrey RCMP which helps to reduce investigation time and expenses. Furthermore, Crime Stoppers works with police to help with unsolved crimes in the community. Funding assessments to Crime Stoppers are based on each benefiting jurisdiction's population.

Lookout is a charitable organization that provides outreach, in-house and referral services for at-risk Surrey youth living in poverty. Lookout's Surrey Street Youth Services ("SSYS") program assists youth who are alienated from caregivers and are unable to meet their basic needs for food, shelter, health and safety. SSYS works in partnership with other Surrey based youth agencies helping to reduce youth poverty and youth homelessness by connecting individuals to services.

In 2018, Council approved grants totalling \$295,000 under the Crime Prevention category.

Ongoing Community

The Community component includes the Lower Fraser Valley Exhibition Association ("LFVEA"), Cloverdale Curling Club, Community Events Policing Grants, Sport & Tourism Grants, Community Enhancement Partnership ("CEP") Program, Arts Council of Surrey, Vancouver Cancer Drivers Society, Honey Hooser Scholarship Fund, Dry Grad Grants, and Special Recognition Fund.

The LFVEA operates the Cloverdale Fairgrounds and all facilities located on the grounds under an operating agreement with the City of Surrey. The Cloverdale Fairgrounds serves as a venue for a number of community celebrations, festivals, and local community programs in addition to the annual Cloverdale Rodeo. In 2018, Council approved a grant of \$612,600 towards LFVEA and the Cloverdale Rodeo. In addition, the operating agreement provides LFVEA with use of \$200,000 line of credit as a contingency if the operating funding is insufficient to meet all of LFVEA's needs during the term of the agreement. The LFVEA has not made any draws from the line of credit in several years.

The Cloverdale Curling Club ("Club") provides recreational and social opportunities for Surrey residents through learn to curl programs, leagues and other community events. The Club also provides curling opportunities for several hundred elementary and secondary students each year,

as well as seniors. As per the operating agreement, Council approved a grant of \$68,300 to the Club in 2018.

Community Events Policing

The Community Events Policing Grant program was introduced in 2015 to reduce the burden of policing costs borne by community groups for events, parades and festivals with free admission for the general public. This Grant program receives an annual funding of \$55,000 each year from the City Grants Program and has an ongoing intake through the City of Surrey's Festival & Event Support Team application process. All applications are reviewed and evaluated by a cross departmental Policing Grant Committee. Qualified applicants can receive a 50% reimbursement for event policing costs, up to a maximum of \$35,000. Unused funding of \$18,853 from 2017 was added to the 2018 Community Event Policing Grant Budget of \$55,000 for a total of \$73,853. Year to date, Council has approved seven grants totalling \$64,460 from the Community Events Policing Grants Program.

Sport Tourism

The Sport Tourism Grant program was introduced in April 2015 to formalize the granting process for sport tourism events that had previously been funded from the Council Initiatives Fund on an as requested basis. The Sport Tourism Grant program receives an annual funding of \$50,000 each year from the City Grants Program. The City of Surrey and Discover Surrey accept applications for Sport Tourism grants on a biannual basis which are evaluated by the Sport Tourism Grant Committee. Unused funding of \$19,400 from 2017 was added to the 2018 budget of \$50,000 for a total of \$69,400. Year to date, Council has approved 11 grants totalling \$32,500 from the Sport Tourism Grant Program.

Community Enhancement Partnership ("CEP")

The CEP Program was introduced in 2010 to support community engagement and beautification projects. The CEP Program receives an annual funding of \$45,000 each year from the City Grants Program and has an ongoing intake through an open application process. All applications are reviewed and evaluated by a cross departmental committee. Year to date, Council has approved \$44,308 in grants to residents and organizations under two separate categories: Small Project Grants, with a maximum allocation of \$3,000 and Activity and Celebration Grants, with a maximum allocation of \$1,000.

The purpose of the Arts Council of Surrey is to promote and foster arts and cultural services in Surrey. Over time the Arts Council has initiated, developed and sponsored groups that have become self-sustainable, some of which are: Surrey Festival of Dance, the Surrey Youth Orchestra, Surrey International Writer's Conference, and Surrey Rockhound Club. In 2018, Arts Council of Surrey received a grant of \$29,000 from the City Grants Program.

In February 2016, Volunteer Cancer Drivers Society ("Society") re-launched a volunteer driver program for cancer patients in the Metro Vancouver area. The Society transports approximately 300 cancer patients for treatment, diagnosis, and follow-up care each month. In 2018, Council approved a grant of \$5,000 to the Society from the City Grants Program.

The City of Surrey has established a \$500 Honey Hooser Scholarship to be awarded each year to a graduating post-secondary arts student, to a student with an interest in arts and crafts graduating from a secondary school in Surrey, or to a disabled person with an interest in arts and crafts. The purpose of this scholarship is to benefit the community by encouraging persons having an interest

in arts and crafts to pursue studies in these areas. In addition, \$500 is approved annually to the Peace Arch Weavers & Spinners Guild.

The budget for City Grants Program includes an allocation of \$5,000 to a Special Recognition Fund. This is intended to be used to recognize individuals or groups who achieve extraordinary accomplishments as determined by City Council. In this regard, individuals and groups/teams occasionally request financial assistance when they qualify for, or are invited to attend a competition at a higher level such as a provincial, national, or world championship event. In 2018, no allocations have been made from the Special Recognition Fund.

One-Time Grants

The one-time grants program is designed to support local non-profit groups or organizations. Grant applications are received each year in September. All applications are reviewed by a cross-departmental Grants Evaluation Committee comprised of representatives from: Legislative Services, Social Planning, Parks, Recreation & Culture, and Finance. In 2018, Council approved 38 One-time grants totalling \$55,660 ranging in value from \$500 to \$5,000.

DISCUSSION

Advertisements were placed in local newspapers and posted on the City's website to notify the public about the City Grants Program. Interested parties were invited to apply for grants within certain parameters.

Grants Evaluation Process

The yearly submission deadline for City Grants applications is September 30th. Staff received 84 grant requests for 2019, which have been aggregated into the following categories:

- A. Ongoing Leases and Property Taxes;
- B. Ongoing Business & Tourism;
- C. Ongoing Crime Prevention;
- D. Ongoing Community; and
- E. One-time Grants

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

Organizations that apply for funding under the City Grants Program, most often 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 Appendices "I", "II" and "III" provide a brief description of the grant requests that have been received by the City for 2019 and the grant amounts recommended by the Grants Committee. Appendix "IV" sets out the City's policy on grants, which provides guidance to the Grants Committee in making its recommendations, and Appendix "V" provides a listing of organizations that were approved a grant in 2018, a brief description of the purpose of the grant and the amount of each grant.

	Allocated	Unallocated	Total
A. Leases and Property Taxes	\$ 236,414	\$2,686	\$239,100
B. Business & Tourism	40,000	0	40,000
C. Crime Prevention	330,000	0	330,000
D. Community	1,053,000	9,000	1,062,000
E. One-time Grants	<u>78,900</u>	<u>7,500</u>	<u>86,400</u>
Total City Grants	<u>\$ 1,738,314</u>	<u>\$19,186</u>	<u>\$1,758,000</u>

SUSTAINABILITY CONSIDERATIONS

The City Grants Program supports the objectives of the City’s Sustainability Charter 2.0. In particular, this program relates to the Sustainability Charter 2.0 theme of Inclusion, Built Environment and Neighbourhoods, Public Safety, Education & Culture and Health & Wellness. Specifically this program supports the following Desired Outcomes (“DO”):

- Inclusion DO2: Surrey is a caring and compassionate City that supports its residents of all backgrounds, demographics and life experiences;
- Inclusion DO6: Residents with disabilities are supported and able to participate fully in community life;
- Built Environment and Neighbourhoods DO10: Opportunities for community food production are integrated into the private and public realm;
- Public Safety DO4: Local residents and businesses are connected and engaged within their neighbourhoods and with the broader community-including police, public safety partners, and social service agencies-to enhance safety;
- Education & Culture DO1: Surrey has a culture of learning, with a broad range of diverse learning opportunities available and accessible to meet the needs of all residents;
- Health & Wellness DO3: Surrey has health services and programs to meet the current and changing needs of its diverse and growing population; and
- Health & Wellness DO6: Residents participate in a wide range of recreational and leisure opportunities.

CONCLUSION

Based on the above discussion, it is recommended that the Finance Committee recommend Council approve the 2019 City Grants as recommended by the Grants Evaluation Committee and as documented in Appendices “I”, “II” and “III” attached to this report.

Kam Grewal, CPA, CMA
General Manager, Finance

Appendix “I” – 2019 Proposed City Grants
Appendix “II” – 2019 Proposed City Grants – One-time
Appendix “III” – 2019 Proposed City Grants – Not Recommended
Appendix “IV” – Policy on City Grants
Appendix “V” – 2018 Approved City Grants



2019 FINANCIAL PLAN
PROPOSED CITY GRANTS

APPENDIX "I"

Non-profit Organization	Description	Request	2019 Proposed Amounts	Comments, Actions or Recommendations
1. Fraser Valley Heritage Railway Society	2019 Lease-in-kind	112,000	112,000	5554 176 Street
2. Surrey Sailing Club	2019 Lease-in-kind	26,000	24,000	3140 McBride Avenue
3. Surrey Heritage Society	2019 Lease-in-kind	57,000	57,000	6022 Highway 15
4. Panorama Ridge Riding Club	2019 Lease-in-kind	22,500	22,500	5381 1255A Street
5. Lower Mainland German Shepherd Dog Club	2019 Lease-in-kind	6,000	6,000	19461 36 Avenue
6. Action BMX Association	2019 Lease-in-kind	12,000	12,000	12624 75 Avenue
7. Crescent Beach Swim Club	2019 Lease-in-kind	625	625	foot of McBride Avenue
8. Fatimia Community Services Society of BC	2018 Property Taxes	2,314	2,314	10922 120 Street, Surrey
9. Unallocated Property Taxes	2019 Property Taxes	2,686	2,686	
A. Total Leases and Property Taxes		241,100	239,100	
10. Cloverdale District Chamber of Commerce	Business Tradeshow & Awards	12,000	10,000	same amount as 2018
11. South Surrey/White Rock Chamber of Commerce	Business Referral Service & Festival, Awards	40,000	10,000	same amount as 2018
12. Surrey Board of Trade	Business and International Trade Centre, Awards, and Youth Entrepreneurship Plan	85,000	10,000	amended by Finance Committee
13. Surrey Tourism & Convention Association	City Wide Tourism	10,000	10,000	Same amount as 2018
B. Total Business & Tourism		147,000	40,000	
14. Surrey Crime Prevention Society	Crime Prevention, Community Safety	270,000	260,000	Increase of \$30,000 from 2018
15. Crime Stoppers	TIPS Line	55,000	45,000	Supports increase in population
16. Lookout Housing and Health Society	Street Youth Services	36,000	25,000	same amount as 2018
C. Total Crime Prevention		361,000	330,000	
17. Lower Fraser Valley Exhibition	2019 Operations	396,500	396,500	as per operating agreement
18. Lower Frasery Valley Exhibition	2019 Operations	200,000	200,000	Line of credit
19. Cloverdale Rodeo	Event Support	225,000	225,000	as per operating agreement
20. Cloverdale Curling Club	2019 Operations	70,000	70,000	as per operating agreement
21. Community Events Policing	Matching Grant	105,000	55,000	Same amount as 2018
22. Sports Tourism	Matching Grant	100,000	50,000	Same amount as 2018
23. Community Enhancement Partnership Program	Matching Grant	45,000	45,000	Same amount as 2018
24. Arts Council of Surrey	BC Arts Council	29,000	5,000	\$5000 matching grant
25. Volunteer Cancer Drivers Society	Free Transportation Services	15,000	5,000	Same amount as 2018
26. Honey Hooser Scholarship & Peace Arch Weavers and Spinners Guild	Scholarship	1,000	1,000	Same amount as 2018
27. Dry Grad Events		500	500	
28. Unallocated Dry Grad Events		4,000	4,000	
29. Unallocated Special Recognition		5,000	5,000	Same amount as 2018
D. Total Community		1,196,000	1,062,000	
Total On-going Grants		1,945,000	1,671,000	
30. One-time Grants		273,310	78,900	
31. Unallocated One-time Grants			7,500	
E. One-Time Grants		273,310	86,400	
Total City Grants		\$ 2,218,000	\$ 1,758,000	

APPENDIX "II-1"



2019 FINANCIAL PLAN PROPOSED CITY GRANTS One-time

Non-profit Organization	Grant Type	Request	Project Cost	Request Amount	2019 Proposed Amount	Recommendations and Comments
1. 767 Dearman Royal Canadian Air Cadet Squadron	Culture & Rec	Funding towards new marching band instruments for the Air Cadet music program.	28,500	8,500	1,500	New music equipment
2. Air Cadet League of Canada	Culture & Rec	To support Air Cadet program that provides training, skill building activities and community events hosted by 907 Squadron Sponsoring Committee.	77,840	1,000	1,000	Program training costs
3. Alexandra Neighbourhood House	Community Promotion	To support "Neighbourhood Fun Night" that provides affordable dinner to low-income families	9,370	4,685	2,000	Venue rental and entertainment
4. Athletics for Kids	Culture & Rec	Provides organized sports for children of low-income families in Surrey.	300,000	5,000	1,000	Program supplies and equipment
5. Avalon Recovery Society	Health & Social	Funding towards Child Minding program that supports women at the South Surrey White Rock centre suffering from various addictions, abuse and challenges to recover and rebuild their lives.	19,700	5,000	1,500	Program Supplies and Promotion
6. BC Wheelchair Basketball Society	Culture & Rec	Funding towards a utility trailer to transport wheelchairs for the adaptive "Let's Play" program for high school students with disabilities.	40,000	4,000	1,500	Promotes inclusive play and engages youth
7. Better Environmentally Sound Transportation Association	Health & Social	To support WalkSide, a system which promotes, measures, provides and maps accessible walking and wheelchair routes.	160,000	30,000	2,000	Advertising & Promotion
8. Big Brothers of Greater Vancouver	Culture & Rec	Funding towards The Purple Net Project, their annual marketing campaign to recruit volunteers through hosting local basketball games for The Big Brothers Mentoring Program.	3,000	2,000	1,000	Program expenses
9. Big Sisters of BC Lower Mainland	Health & Social	To support "The Study Buddy" program and "The Big Sisters" mentoring program that focuses on academic, social and life skills for girls aged 7 - 17.	197,702	4,000	2,000	Program costs
10. Boys and Girls Clubs of South Coast BC	Health & Social	To purchase an industrial dishwasher for the Surrey Boys and Girls club.	8,255	8,255	1,500	Purchase of new equipment
11. Canadian Mental Health Association, Vancouver - Fraser Branch	Health & Social	Funding towards the Surrey Super Fun Group which provides recreational, educational and supportive programs for children who have parents with mental health challenges.	29,000	24,000	2,000	Program supplies
12. Cerebral Palsy Association of British Columbia	Health & Social	Delivery of a modified dance program "Dance Without Limits" which provides children with cerebral palsy the opportunity to participate in adapted dance classes.	8,460	4,500	1,000	Venue Rental and Equipment
13. Children of the Street Society	Health & Social	To support the "Taking Care of Ourselves" and "Taking Care of Others" workshops at schools to educate and protect youth from sexual exploitation.	348,652	2,000	2,000	Program costs

APPENDIX “II-2”



2019 FINANCIAL PLAN PROPOSED CITY GRANTS One-time

Non-profit Organization	Grant Type	Request	Project Cost	Request Amount	2019 Proposed Amount	Recommendations and Comments
14. Clayton Community Farmer's Market Society	Community Promotion	To support expansion of new established Community market in Clayton that plays a central role in creating a sustainable food system and socially sustainable community.	24,500	3,000	1,000	Program Supplies & Materials
15. Cloverdale Business Improvement Association	Community Promotion	Funding towards the 14th Annual Surrey Santa Parade and Santa Big Rigs taking place in Cloverdale on Dec 1, 2019	24,000	4,000	2,500	Traffic control costs
16. DIVERSEcity Community Resources Society	Culture & Rec	Funding towards the 9th Annual Intercultural Showcase seniors' event taking place on May 2019	6,000	2,500	1,000	Marketing and Promotion
17. Downtown Surrey Business Improvement Association	Community Promotion	Movies Under the Stars 2019 - Saturday August 3, 10, 17, 24, 2019 at Holland Park.	36,200	5,000	3,000	Venue Rental and Advertising
18. Downtown Surrey Business Improvement Association	Community Promotion	To host a series of "WhalleyWednesdays" events expanding to six Wednesdays with more performances and activities over the summer months in downtown Surrey in 2019.	11,250	3,000	1,000	Advertising and Promotion
19. Embark Sustainability Society	Community Promotion	Funding towards expanding the "Surrey Learning Garden" an indoor organic vegetable garden bed located on the SFU Surrey Campus to promote urban agriculture at the campus community.	10,050	6,650	1,000	Program Supplies
20. Empower The Future Association	Health & Social	Funding towards the Life After High School Project for Surrey's marginalized inner-city students transitioning from high school to post-secondary learning.	53,224	25,744	2,000	Program Supplies
21. Fraser Region Community Justice Initiatives Association	Health & Social	To replenish the wallet-sized information cards of "The Little Black Book" which provides at-risk Surrey youth resource websites and phone numbers for services including violence prevention, education and counselling.	11,500	2,500	1,000	Printing and Distribution
22. Greater Vancouver Law Students' Legal Advice Program	Health & Social	Funding towards hiring an additional summer law student for clinics providing free legal assistance to low income individuals in Surrey.	517,730	10,000	2,000	Advertising and Promotion
23. Leave Out Violence (LOVE) Society BC	Health & Social	Funding towards the Social Media Youth Empowered program for marginalized and violence impacted youth in Surrey.	53,700	3,000	2,000	Venue Rental and Equipment
24. MADD Metro Vancouver	Health & Social	Funding towards the Surrey 2018-2019 School Assembly Program promoting youth education for grades 7 - 12 teaching them about the effects and consequences of impaired driving.	102,725	5,000	1,000	Printing and Promotion
25. Newton Business Improvement Association	Community Promotion	To host "Spooktacular" Halloween event on October 26, 2019, in Newton. The event includes many fun activities and a BBO.	32,000	5,000	2,000	Event Supplies & Equipment
26. Newton Business Improvement Association	Community Promotion	To support "Newton Days" event to be held next summer to bring the Newton community together. The series of events will feature local vendors and performers.	34,000	6,000	1,000	Entertainment and Promotion
27. Options Community Services	Community Promotion	To support a World Refugee Day event scheduled to take place in Surrey in June 2019.	6,600	4,000	1,500	Venue Rental

APPENDIX “II-3”



2019 FINANCIAL PLAN PROPOSED CITY GRANTS One-time

Non-profit Organization	Grant Type	Request	Project Cost	Request Amount	2019 Proposed Amount	Recommendations and Comments
28. Pacific Community Resources Society	Health & Social	Funding towards "Food for Youth" program that provides nutritious meals 3 days/week to low income youth in Surrey.	10,809	8,000	2,000	Program Supplies
29. Pacific Parklands Foundation	Health & Social	Funding towards "Catching The Spirit Youth Environmental Stewardship" program at Tynehead Park for at-risk youth in Surrey.	45,000	2,000	2,000	Program Supplies & Equipment
30. Pacific Post Partum Support Society	Health & Social	Funding towards the free telephone support line program that provides counselling and information for women and their families suffering from post partum depression, anxiety and perinatal distress.	108,300	4,000	2,000	Website Upgrades and Promotion
31. Paws for Hope Animal Foundation	Health & Social	Support towards the cat spay/neuter program and one health clinic in Surrey for 2019, providing free veterinary care for pets of vulnerable, homeless and low income people.	39,939	5,000	1,000	Medical supplies and care
32. Phoenix Drug & Alcohol Recovery & Education Society	Community Promotion	Funding towards the Eat Play Live Well Street Fair taking place on July 14, 2019 in Surrey.	11,500	3,000	1,500	Advertising and Promotion
33. PLEA Community Services Society of BC	Health & Social	To support KidStart mentorship program for vulnerable children in Surrey.	463,123	2,000	2,000	Equipment costs
34. Semiahmoo House Society	Health & Social	Funding towards a Toastmasters Club for people with developmental disabilities to learn effective public speaking techniques.	19,407	7,000	1,900	Program Supplies & Equipment
35. Seniors Come Share Society	Health & Social	Funding towards new printer to support online searches for housing and handling of government forms	4,150	4,150	750	New Equipment- Printers
36. Social Diversity for Children Foundation	Health & Social	Funding towards Building Bridges with Music, after-school music therapy socialization programs in Surrey for children with disabilities.	2,480	3,000	1,500	Program costs
37. Sources Life Skills Resource Centre	Culture & Rec	To upgrade video and sound systems for activities, games and autism related toys	1,800	1,440	500	New Equipment
38. Spinal Cord Injury BC	Health & Social	Funding towards various community events during the year encouraging peer support and mentoring for people with spinal cord injury and related physical disabilities.	7,312	2,500	1,000	Contingent on project budget
39. Stigma-Free Society	Health & Social	Funding towards the Stigma-Free Zone School Program with high school presentations and activities to educate, support and reduce stigmas among youth towards acceptance of each other.	32,690	10,000	1,000	Education and Promotional costs
40. SuperChefs Cookery for Kids Society	Culture & Rec	Funding towards cookery programs and camps for kids aged 4-8 and 8-12.	120,000	5,000	1,500	Program supplies
41. Surrey Amateur Radio Club	Culture & Rec	Funding towards Field Day event June 21 - 23, 2019	750	500	500	Program costs
42. Surrey Christmas Bureau Society	Health & Social	To support the grocery gift card program for low income and struggling families for the Christmas season.	246,000	5,000	3,000	Grocery Gift cards
43. Surrey Community Cat Coalition Foundation	Health & Social	To support the spay program for surgeries for 10 cats owned by low income residents in Surrey.	52,500	1,260	1,260	Medical Supplies

APPENDIX "II-4"



2019 FINANCIAL PLAN PROPOSED CITY GRANTS One-time

Non-profit Organization	Grant Type	Request	Project Cost	Request Amount	2019 Proposed Amount	Recommendations and Comments
44. Surrey Sea Lions Swim Club	Culture & Rec	Hosting annual swim competition from July 19 - 21, 2019.	8,000	500	500	Program supplies and equipment
45. Take a Hike Youth At Risk Foundation	Health & Social	Funding towards Take a Hike, a full-time alternate education program for vulnerable youth aged 15 - 18.	800,000	5,000	2,000	New Safety Equipment
46. The Elizabeth Fry Society of Greater Vancouver	Health & Social	Funding towards activities in the JustKids' Saturday Club which provides services to children of low-income backgrounds with a parent in prison.	112,489	2,000	2,000	Program supplies & Advertising
47. Vancity Community Foundation	Health & Social	Funding to host two community youth gathering in Surrey that will bring the community and Surrey youth together to celebrate holidays	162,750	1,000	1,000	Venue Rental and Promotion
48. Whalley Community Association	Community Promotion	To support the 21st Annual SurreyFest Downtown to be held on June 15, 2019 at Holland Park.	15,625	3,000	2,000	Program supplies & equipment
49. You Wear it Well...Just for Grads Society	Health & Social	Funding towards Boutque Day event March 2 - 3, 2019, for graduation attire for at-risk students, encouraging them to stay in school and attend their graduation ceremonies.	10,000	5,000	2,500	Gift bags and program supplies
50. Youth for a Change	Community Promotion	To commemorate the 50th anniversary of the decriminalisation of homosexuality in Canada.	5,730	2,630	1,500	Printing & Promotion
51. YWCA Metro Vancouver	Health & Social	Funding towards youth education after-school programming for grade seven girls "That's Just Me" and "Being Me" and boys "Boys 4 Real" in Surrey teaching positive decision making and responsible behaviours.	216,818	2,000	2,000	Program supplies & equipment
Unallocated					7,500	
Total			4,651,130	273,310	86,400	

APPENDIX "III"



2019 FINANCIAL PLAN PROPOSED CITY GRANTS NOT RECOMMENDED

Non-profit Organization	Grant Type	Request	Project Cost	Request Amount	2019 Proposed Amount	Recommendations and Comments
1. 1st Semiahmoo Sea Scouts	Community Promotion	Funding towards an art mural project which promotes change in the community regarding drinking water.	1,500	1,000	0	Refer to Community Enhancement Grants
2. Amble Greene Halloween Parade	Community Promotion	Annual Amble Green neighbourhood parade Oct 28, 2018	500	500	0	Past event
3. Barka Canada Social Integration Society	Health & Social	Funding for Barka Canada Addictions Outreach Program in Surrey towards hiring a Program Development Manager and covering volunteer training and material expenses.	38,400	10,000	0	Low Community Impact
4. Bright Beginnings Foundation	Health & Social	Funding towards bursaries for low-income students pursuing post-secondary education.	4,500	3,600	0	Does not meet Grant criteria
5. Global Research Institute for Policymaking	Community Promotion	Funding towards a Spring 2019 community youth empowerment event showcasing Surrey youths' talents and entrepreneurial skills to an audience including judges, industry leaders and agents.	26,500	21,500	0	Insufficient Organizational Support
6. Moving Forward Family Services	Health & Social	Providing accessible, low barrier counselling services in Vancouver, Surrey, and Abbotsford. Seeking an Admin support worker.	5,200	5,200	0	Does not meet Grant criteria
7. Newton Business Improvement Association	Community Promotion	Funding towards the "Groundhog Day" community event with activities and BBQ taking place on February 2, 2019 in Newton.	8,500	1,000	0	Refer to Community Enhancement Grants
8. Ocean Park Beautification Committee	Community Promotion	Funding towards a free public event at Kwomais Point Park to celebrate and raise awareness of the Ocean Park area natural environment and wildlife.	800	700	0	Refer to Community Enhancement Grants
9. Sikh Youth Sports Society	Culture & Rec	Funding towards the Sikh Youth Sports Festival Sep 1 & 2, 2018	135,000	10,000	0	Past event
10. Surrey International Folk Dancing Society	Culture & Rec	Funding towards a folk dance retreat Sep 20 - 22, 2019 at Camp Alexandra.	20,775	2,000	0	Refer to Cultural Grants Program
11. TrueInspire Education Society	Health & Social	Funding towards the rent of classrooms at the Cloverdale Recreation Centre for the IT Stem Club's workshops offering innovative, education program for school aged students and adults.	17,050	3,300	0	Does not meet criteria- Ongoing Operating costs
12. VISAFF South Asian Film Festival	Culture & Rec	Funding towards South Asian film festival Nov 14 - 17, 2018.	61,700	30,000	0	2018 event funded from Cultural Grants Program
			\$ 258,725	\$ 58,800	\$ 0	

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 the City Hall is closed on that day, on the next following day on which the 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, save and 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 bylaws:
 - 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 on-going 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, 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.

APPENDIX “V-1”



2018 FINANCIAL PLAN APPROVED CITY GRANTS

Non-profit Organization	Description	2018 Approved Amount	Request
1. Avalon Recovery Society	Health & Social	750	Funding towards replacement of aging furniture at the Avalon Recovery centre. Avalon provides a barrier-free supportive, safe and caring environment to women suffering from various addictions, abuse and challenges.
2. Big Brothers of Greater Vancouver (Surrey Office)	Health & Social	2,000	Funding towards The Big Brothers Mentoring Program to support the growth of the program by covering costs associated with big brother/little brother activities.
3. Big Sisters of BC Lower Mainland	Health & Social	2,000	To support "The Study Buddy" program and "The Big Sisters" mentoring program that focuses on academic, social and life skills for girls aged 7 - 17.
4. Boys and Girls Clubs of South Coast BC	Health & Social	1,760	To purchase a stackable washer and dryer unit for the Surrey Boys and Girls club.
5. Cerebral Palsy Association of British Columbia	Health & Social	1,000	Delivery of a modified dance program "Dance Without Limits" which provides children with cerebral palsy the opportunity to participate in adapted dance classes.
6. Children of the Street Society	Health & Social	2,000	To support the "Taking Care of Ourselves" and "Taking Care of Others" workshops at schools to educate and protect youth from sexual exploitation.
7. Cloverdale Business Improvement Association	Community Promotion	2,000	To support the 2018 Santa Parade in Cloverdale
8. Community First Foundation	Health & Social	2,000	Funding towards purchasing food for the Backpack Buddies program which provides weekend meals to children from low-income families.
9. Crescent Beach Swimming Club	Community Promotion	1,500	Funding towards the fireworks show as part of the 100th anniversary celebrations of the swim club in July 2018
10. Crescent Housing Society	Health & Social	750	To purchase emergency supplies for tenants of Kiwanis Park Place, to prepare them with safety knowledge and tools to help their neighbours and themselves.
11. Downtown Surrey Business Improvement Association	Community Promotion	3,000	Movies Under the Stars 2018 - Saturday, August 4, 11, 18, 25, 2018, at Holland Park.
12. Espoir For All Society (Espoir Soccer)	Culture & Rec	1,000	Delivery of soccer programs for children from low income families, refugees and new immigrants. Soccer classes are provided by certified coaches.
13. Fraser Region Community Justice Initiatives Association	Health & Social	750	Funding towards replenishing the wallet-sized information cards of "The Little Black Book", an online guide, which provides at-risk Surrey youth, with helpful information including, violence prevention, education, and volunteering opportunities.
14. Jamaican Canadian Cultural Association of BC	Culture & Rec	750	Annual Jamaican Cultural Festival taking place on August 5, 2018 at Holland Park.

APPENDIX “V-2”



2018 FINANCIAL PLAN APPROVED CITY GRANTS

Non-profit Organization	Description	2018 Approved Amount	Request
15. Leave Out Violence (LOVE) Society BC	Health & Social	2,000	Purchase of transit tickets under "Media Arts Program", an after-school program for multi-barrier youth affected by violence, to ensure safe travelling to and from Kwantlen Park Secondary.
16. Newton Business Improvement Association	Community Promotion	2,000	To host "Spooktacular" Halloween event on October 20, 2018, in Newton. The event includes many fun activities and a BBQ.
17. Newton Business Improvement Association	Community Promotion	1,000	To support Newton Days event to be held next summer to bring the Newton community together. The series of events will feature local vendors and performers.
18. Pacific Community Resources Society	Health & Social	1,500	Funding towards pocket sized resource guides containing important contact information and small care packages for vulnerable women and girls in Surrey.
19. Pacific Post Partum Support Society	Health & Social	2,000	Funding towards the free telephone support line program that provides counselling and information for women and their families suffering from post partum depression, anxiety and perinatal distress.
20. Paws for Hope Animal Foundation	Health & Social	1,000	Support towards a cat spay/neuter clinic (spring) and an animal health clinic (fall) Surrey for 2018, providing free veterinary care for pets of vulnerable, homeless and low income people.
21. PLEA Community Services Society of BC	Health & Social	1,900	Funding towards first aid training for 20 Surrey-based volunteers of the KidStart 6-12s program.
22. Sher Vancouver LGBTQ Friends Society	Health & Social	500	To support Sher Vancouver Christmas Party
23. Semiahmoo Family Place Association	Health & Social	150	Funding for the Semiahmoo Family Place office computer upgrade.
24. Sources Life Skills Resource Centre	Culture & Rec	1,350	Funding for a foldable pool table (also for table tennis), foosball table and autism related toys as part of the social and recreational project.
25. Spinal Cord Injury BC	Health & Social	1,000	Assist people with spinal cord injury and related physical disabilities through Peer Support and Information Services programs such as Cooking and Nutrition workshops and events.
26. SuperChefs Cookery for Kids Society	Culture & Rec	1,500	Hands on Cooking program designed for kids aged 8-12. The program encourages the importance of balanced nutrition, food preparation and healthy living and eating. The 2018 program includes children with special needs.
27. Surrey Amateur Radio Club	Culture & Rec	500	Funding towards Field Day event June 23 - 25, 2018
28. Surrey Christmas Bureau Society	Health & Social	2,000	To support the grocery gift card program for low income and struggling families for the Christmas season.

APPENDIX “V-3”



2018 FINANCIAL PLAN APPROVED CITY GRANTS

Non-profit Organization	Description	2018 Approved Amount	Request
29. Surrey Community Cat Coalition Foundation	Health & Social	1,000	To support veterinary costs for the free spay/neuter program for cats owned by low income residents in Surrey.
30. Surrey Sea Lions Swim Club	Culture & Rec	500	Hosting annual swim competition from July 14 - 18, 2018 for swimmers aged 3 to 50+.
31. Surrey Search and Rescue Society	Health & Social	1,500	Funding to purchase 5 new radios to support the growth of the team and to continue professional volunteer search and rescue services to Surrey.
32. Surrey Urban Farmers' Market	Community Promotion	1,000	Funding towards the growth of the farmers' market for supplies and materials upgrades, marketing to attract new vendors and customers, and continued free entertainment, workshops and events for local residents.
33. The Elizabeth Fry Society of Greater Vancouver	Health & Social	1,500	Funding towards activities in the JustKids' Saturday Club which provides services to children of low-income backgrounds with a parent in prison.
34. The Learning Partnership	Health & Social	1,000	Global Solutions is a thought provoking critical inquiry program for students in Grade 10,11, and 12. Students will present their ideas for a global challenge by participating in a regional symposium.
35. Vancouver International Sculpture Biennale	Culture & Rec	1,500	BIG IDEAS provides inspiring, curriculum-based online education materials to Surrey school students. The program inspires young learners to find their voice through artistic expression.
36. Whalley Community Association	Community Promotion	1,500	20th Annual SurreyFest Downtown - A Celebration of Community to be held on June 16, 2018 at Holland Park.
37. YWCA Metro Vancouver	Health & Social	1,500	Provides youth education after-school programming for grade seven girls "That's Just Me" and boys "Boys 4 Real" in Surrey teaching positive decision making and responsible behaviours.
38. Fraser Valley Heritage Railway Society	Lease	112,000	2018 Lease-in-kind
39. Sunnyside Saddle Club	Lease	38,400	2018 Lease-in-kind
40. Surrey Sailing Club	Lease	24,000	2018 Lease-in-kind
41. Surrey Heritage Society	Lease	57,000	2018 Lease-in-kind
42. Panorama Ridge Riding Club	Lease	22,500	2018 Lease-in-kind
43. Lower Mainland German Shephard Dog Club	Lease	6,000	2018 Lease-in-kind
44. Action BMX Association	Lease	12,000	2018 Lease-in-kind
45. Crescent Beach Swim Club	Lease	625	2018 Lease-in-kind
46. Cloverdale District Chamber of Commerce	Business & Tourism	15,000	Business Excellence Awards and iShop Cloverdale

APPENDIX “V-4”



2018 FINANCIAL PLAN APPROVED CITY GRANTS

Non-profit Organization	Description	2018 Approved Amount	Request
47. South Surrey/White Rock Chamber of Commerce	Business & Tourism	10,000	Business Resource Centre & Awards
48. Surrey Board of Trade	Business & Tourism	40,000	Business Resource and International Trade Centre and Youth Entrepreneurship Plan
49. Surrey Tourism & Convention Association	Business & Tourism	10,000	Citywide Tourism
50. Lower Fraser Valley Exhibition Association	LFVEACommunity	387,600	Operations
51. Lower Fraser Valley Exhibition Association	LFVEACommunity	200,000	Credit Security
52. Lower Fraser Valley Exhibition Association	LFVEACommunity	225,000	Cloverdale Rodeo
53. Honey Hooser Scholarship Fund	Community	1,000	Scholarships
54. Arts Council of Surrey	Community	29,000	Matching grant and Spotlight Arts Guide
55. Community/ Façade Enhancement Partnership Program	Community	45,000	Matching grant
56. Policing at Community Events	Community	55,000	Matching grant
57. Sports Tourism	Community	50,000	Matching grant
58. Cloverdale Curling Club	Community	68,300	Operations
59. Volunteer Cancer Drivers Society	Community	5,000	Volunteer Services
60. The Lookout Emergency Aid Society	Crime Prevention	25,000	Surrey Street Youth Services
61. Metro Vancouver Crime Stoppers	Crime Prevention	40,000	Tips Line
62. Surrey Crime Prevention Society	Crime Prevention	230,000	Community and Traffic Safety Programs
63. Kwantlen Park Secondary	Dry Grad	250	Dry Grad Event
64. Earl Marriot Secondary	Dry Grad	250	Dry Grad Event
65. Sullivan Heights Secondary	Dry Grad	250	Dry Grad Event
66. Johnston Heights Secondary	Dry Grad	250	Dry Grad Event
67. Ecole Panorama Ridge Secondary	Dry Grad	250	Dry Grad Event
Unallocated Dry Grad		3,250	
Unallocated Property Taxes		5,000	
Unallocated One-time		2,700	
Unallocated Special Recognition		5,000	
Total		\$ 1,776,285	