

NO: R235

COUNCIL DATE: November 19, 2018

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **November 15, 2018**

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

SUBJECT: **Community Enhancement Partnership (CEP) Program Grant Application –
Backless Bus Benches Project**

RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance Department recommend that Council approve a grant under the Community Enhancement Partnership (CEP) Program of up to \$2,724.81 to the Backless Bus Benches Project located on 56 Avenue from 120th Street to 136th Street.

INTENT

The intent of this report is to recommend Council award a CEP grant to support the Backless Bus Benches Project to purchase and install 6 additional benches to match the existing 4 installed in 2017.

BACKGROUND

In January 2010, Council adopted the 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 three 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 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 CEP Program. Forty Two (42) CEP Program grants have been approved in 2018.

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

DISCUSSION

Backless Bus Stop Benches Project

In December 2017, the West Panorama Ridge Ratepayers Association ("WPRRA") purchased and installed four (4) backless benches (reflected in Appendix "II") in the neighbourhood with funding raised by the organization. This year, the WPRRA would like to install an additional six (6) benches along 56 Avenue from 120th Street to 136th Street. The proposed community initiated project has been approved by the Engineering Department.

The purpose of this project is to beautify the neighbourhood by matching the previous 4 backless benches installed in 2017. The additional benches will provide the community with high quality amenities. Seating is an important service which provides support for patrons using public transportation, such as: elderly, members with disabilities and students. The installation work for the additional 6 benches will be completed by WPRRA members.

Based on a review of the project according to the CEP Program criteria, a grant of up to \$2,724.81 to the Backless Bench Project is considered reasonable, subject to the group submitting photographs documenting the progress and outcomes of the project.

FUNDING

The 2018 CEP Program has a budget of \$45,000. 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 recommendation of this report.

SUSTAINABILITY CONSIDERATIONS

The CEP Program supports the objectives of the City's Sustainability Charter 2.0 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. In particular, this work relates to Sustainability Charter 2.0 themes of Inclusion and Public Safety. Specifically this project supports the following Desired Outcomes ("DO") and Strategic Directions ("SD"):

- Community Pride and Engagement DO 20: Surrey residents are proud of their community.

- Transportation Safety DO 9: The transportation network supports and provides safe mobility for all ages and abilities

CONCLUSION

Based on the above discussion, it is recommended that Council approve a CEP Program grant of up to \$2,724.81 to the Backless Bus Benches Project located on 56 Avenue from 120th Street to 136th Street.

Laurie Cavan
General Manager
Parks, Recreation and Culture

Kam Grewal, CPA, CMA
General Manager
Finance

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

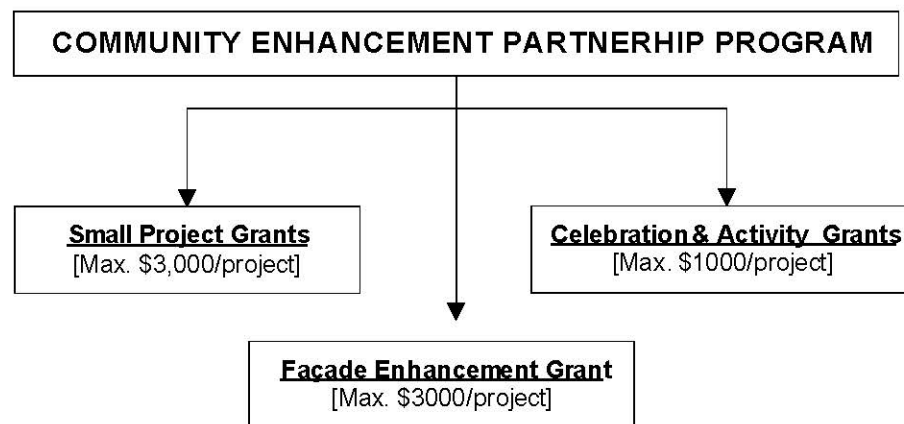
The Community Enhancement Partnership Program (CEPP) is an initiative of Council to encourage neighbourhood projects and activities that beautify our streets and public spaces. Through the Program, residents, groups and businesses can apply to the City for a grant to plan, organize and implement small 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) 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
56 Avenue - 120 Street to 136 Street.



APPENDIX “III”

Status of Community Enhancement Partnership Program Funding



2018 FINANCIAL PLAN
COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM

Description	Amount	Allocation to date	Remaining
Carried Forward from Prior Year	49,928		
2018 Adopted Budget	<u>45,000</u>		\$ 94,928
Country Woods Neighbourhood Trail Beautification		1,500	
Crescent II Boulevard Beautification		3,000	
129A Street Block Party		500	
Harvest Wynde - 75 Ave Block Party		500	
Ocean Park Village Spring Planters Project		1,500	
Little Church House Lane Garden Project		275	
Rickshaw Sign Façade Enhancement		1,170	
Clayton Community Festival		1,000	
Whalley's Corners Community Festival		1,000	
National Indigenous People's Day Celebration		1,000	
UN International Day of Yoga		1,000	
158 St Oliver Block Party		500	
171A Street Block Party		500	
64A Avenue Block Party		500	
Westfield Townhouse Block Party		500	
Panorama Neighbourhood Association's Picnic in the Park		1,000	
59A Avenue Block Party		500	
Newton East Mural Façade Enhancement Project		3,000	
156A Street and 32 Ave Improvement Project		3,000	
Eat Play Live Well Street Fair		1,000	
70A Avenue Block Party		250	
Jedburgh Place		500	
16 Avenue Block Party		250	
Sequoia Drive Block Party		380	
10th Labyrinth Anniversary Block Party		500	
Westpointe Ocean Park Block Party		1,000	
80 Avenue and 161 Street Block Party		500	
2nd Annual Phoenix Society Block Party		500	
Thrill the World Surrey		500	
Glitter Unicorn Festival		690	

Colour our City	1,000	
85A Avenue and 151 Street Block Party	500	
Snenymous (Gathering Place)	3,000	
Ocean Park Community Orchard Project	2,444	
Vacant Storefront Project	3,000	
Family Fun Night	500	
105 Avenue & 169 St Block Party	500	
Rockcrest Estates Canada Day	500	
63 Avenue and 148 Street Block Party	500	
Amble Greene Halloween Parade	500	
Clayton Community Farmers Market	1,000	
Halloween Howl 70A Avenue	125	
Backless Bus Benches Project (Proposed)	2,724	
	<u>44,308</u>	<u>50,620</u>