



EXECUTIVE COMMITTEE OF COUNCIL

NOTICE OF OPEN MEETING

DATE: WEDNESDAY, 2019 JULY 10

TIME: 2:00 p.m.

PLACE: Clerk's Committee Room, Burnaby City Hall

A G E N D A

1. <u>CALL TO ORDER</u>	<u>PAGE</u>
2. <u>MINUTES</u>	
(a) Minutes of the Executive Committee of Council Open meeting held on 2019 June 06	1
3. <u>CORRESPONDENCE</u>	
(a) Correspondence from the Burnaby Early Childhood Development Community Table Re: Letter of Appreciation (#19.02)	18
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4. <u>FESTIVALS BURNABY GRANTS APPROVED TO DATE - \$158,600</u>	
5. <u>NEW APPLICATIONS - FESTIVALS BURNABY</u>	

Neighbourhood Events

- (a) **#19-N-011 - Burnaby North Road Business Improvement Association** 26
6th Annual Korean Community Day

An application was received from the Burnaby North Road Business Improvement Association for the 6th Annual Korean Community Day to be held on 2019 September 07 at 4501 North Road (Korean Town Centre Mall). This annual event showcases Korean businesses in the area and invites the neighbourhood to join in the day of activities that consist of drumming groups, K Pop dance, martial arts demos, art walks, a tea garden, as well as a family carnival area.

Request: \$5,000 CPA: 2018 - \$3,500 (Neighbourhood Grant)
2017 - \$3,500 (Neighbourhood Grant)
2016 - \$3,500 (Neighbourhood Grant)

- (b) **#19-N-012 - My Artist's Corner Society, BC** 28
10th Annual Show

An application was received from My Artist's Corner Society, BC for the 10th Annual Show to be held on 2019 September 28 at the Shadbolt Centre for the Arts. The event showcases the work of member artists, engages visitors to help combat mental health stigma, and connects artists with the community at large.

Request: \$1,000 CPA: 2018 - \$972 (Neighbourhood Grant)
2017 - No Application
2016 - No Application

Small Scale Events

- (c) **#19-S-011 - North American Artist Association** 30
Spring Gala 2020

An application was received from the North American Artist Association for the Burnaby Spring Gala Festival 2020 to be held on 2020 January 11 at the Michael J Fox Theatre. The Burnaby Spring Gala Festival is a variety show that features performances in dance, music and other artistic expressions. This showcase of multi-cultural artistic performances by performers from all over North America and Asia promotes multi-ethnic traditional arts and celebrates the Lunar New Year.

Request: \$12,000 CPA: 2018 - No Application
2017 - No Application
2016 - No Application

- (d) **#19-S-012 - Pandit Jasraj School of Music Foundation** 32
Indian Classical and Vocal Music: An Evening of Khayais and Thumris by Indrani

An application was received from the Pandit Jasraj School of Music Foundation for the Indian Classical and Vocal Music: An Evening of Khayais and Thumris show to be held on 2019 September 22 at the James Cowan Theatre, Shadbolt Centre for the Arts. This concert by a young vibrant artist is being brought back by popular demand. Indrani Mukerjee, renowned Hudustani classical vocalist, performs khayal in Khayal in Kirana-Rampur style and Thumri in Purab Ang. The artist comes from Kolkata, West Bengal India.

Request: \$3,000

CPA: 2018 - \$3,000 (Neighbourhood Grant)
2017 - No Application
2016 - No Application

6. **PROGRESSIVE LIST OF GENERAL GRANTS APPROVED TO DATE - \$155,858**

7. **NEW APPLICATIONS**

- a) **#19.33. - Big Sisters of BC Lower Mainland** 34
Mentoring Program

An application was received from Big Sisters of BC Lower Mainland requesting a grant in support of mentoring services provided by the organization to at-risk youth (ages 7 to 17) in Burnaby in 2019.

Request: \$5,000

CPA: 2018 - \$5,000
2017 - \$5,000
2016 - \$5,000

- b) **#19.34. - Metro Minor Ball Hockey Association** 42
2019 Western Challenge Cup

An application was received from the Metro Minor Ball Hockey Association requesting a grant to assist with travel expenses for thirteen (13) Burnaby residents on the U11 Team to compete in the 2019 Western Challenge Cup to be held on 2019 July 11-14 in Edmonton, Alberta.

Request: \$2,500

CPA: 2018 - \$1,000*
2017 - \$1,000*
2016 - No Application

*Grant awarded to U13 team.

c) **#19.35. - BC Lacrosse Association** 44
2019 Canadian Lacrosse National Championships - Field Lacrosse

An application was received from the BC Lacrosse Association requesting a grant to assist with travel expenses for six (6) Burnaby residents to compete in the 2019 Canadian Lacrosse National Championships (Field Lacrosse). The 2019 Team BC Lacrosse teams and players are as follows:

U18 Men's Field Team - Nationals in Kelowna, BC, August 30 - September 01: Thomas Vela.

U19 Women's Field Team - Nationals in Peterborough, ON, August 05 - 06: Cassie Chan, Giulianna Gaspar, Isabella Gaspar, Emily Kuhn & Ava Regan.

Request: \$1,425

CPA: 2018 - \$1,400/\$175 (5 Box/3 Field x \$175)
2017 - \$1,225/\$175 (7 Box/1 Field x \$175)
2016 - No Application

d) **#19.36. - parkrun Canada** 47
Central Park parkrun

An application was received from parkrun Canada requesting a grant in support of a weekly Saturday morning 5 km running event in Central Park. This free event brings together runners, walkers, younger and older residents, and encourages active lifestyle, socializing, and a sense of connectedness. A grant would defray initial set-up costs and may be used towards website maintenance, insurance, banners, route markers, timing tokens and volunteers' equipment.

Request: \$5,000

CPA: 2018 - No Application
2017 - Denied
2016 - No Application

e) **#19.37. – Canucks Autism Network** 57
CAN Relay 4 Autism

An application was received from Canucks Autism Network (CAN) requesting a grant to assist with the CAN Relay 4 Autism event to be held at Swangard Stadium on 2019 July 20. This annual outdoor celebration, held for the first time in Burnaby, is free and invites families, supporters and the general public to run, walk or wheel around the track in support of Canucks Autism Network. The event is 80s themed and will include a costume contest, bouncy castles, carnival and lawn games, and food trucks. The goals of the event are to increase autism awareness and acceptance, promote CAN programs (for those with autism) and training (for service providers), celebrate healthy living and community engagement, and fundraise.

Request: \$8,000

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

8. NEW BUSINESS

9. INQUIRIES

10. CLOSED

Public excluded according to Sections 90 and 92 of the Community Charter for the Committee to consider matters concerning labour relations or other employee relations, personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity, and negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages, and that in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

11. ADJOURNMENT



EXECUTIVE COMMITTEE OF COUNCIL

MINUTES

An Open meeting of the Executive Committee of Council was held in the Clerk's Committee Room, City Hall, 4949 Canada Way, Burnaby, BC on **Thursday, 2019 June 06** at 3:30 p.m. followed by a Closed meeting from which the public was excluded.

1. CALL TO ORDER

PRESENT: Councillor Sav Dhaliwal, Chair
 Mayor Mike Hurley, Vice Chair
 Councillor Pietro Calendino, Member
 Councillor Paul McDonell, Member

ABSENT: Councillor Nick Volkow, Member *(due to illness)*
 Councillor James Wang, Member

STAFF: Mr. Lambert Chu, City Manager
 Mr. Dipak Dattani, Director Corporate Services
 Ms. Noreen Kassam, Director Finance
 Ms. Pat Tennant, Director Human Resources
 Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
 Mr. Dave Critchley, Director Public Safety and Community Services
 Mr. Denis Nokony, Assistant Director, Cultural Services
 Mr. David Jordan, Arts Services Manager
 Ms. Lisa Dotto, Executive Assistant, City Manager's Office
 Ms. Elaine Wong, Executive Assistant to the Mayor
 Ms. Nikolina Vracar, Administrative Officer

The Chair called the Open meeting to order at 3:44 p.m.

The Chair acknowledged the unceded, traditional, and ancestral lands of the hən̓qəmin̓əm̓ and skwxwú7mesh speaking people, and extended appreciation for the opportunity to hold a meeting on this shared Coast Salish territory.

2. MINUTES

(a) **Minutes of the Executive Committee of Council Open meeting held on 2019 May 01**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Executive Committee of Council Open meeting held on 2019 May 01 be adopted.

CARRIED UNANIMOUSLY

3. **DELEGATIONS**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the delegations be heard.

CARRIED UNANIMOUSLY

- (a) **Down Syndrome Resource Foundation (DSRF)**
Re: DSRF's Capital Campaign - Building Re-design and Renovation
Speakers: Wayne Leslie, CEO
Jason Campbell, Director of Development
Maria Marano, Donor and Community Engagement Specialist

Mr. Wayne Leslie, CEO, **Mr. Jason Campbell**, Director of Development, and **Ms. Maria Marano**, Donor and Community Engagement Specialist, Down Syndrome Resource Foundation (DSRF), appeared before the Committee providing information on their 25th anniversary capital campaign.

Founded in 1995, Mr. Leslie advised the DSRF provides critical, specialized services (e.g., speech and occupational therapies, individual and group educational and behavioral support, and information services for families and professionals supporting the Down Syndrome community) to 1,000 residents. The programs and services are operated on a \$1.7 million annual budget, 90% of which is self-financed primarily through fundraising.

Since 1995, the DSRF has grown from one program serving 10 individuals to 700 program spaces serving 500 families. To meet the increasing need for services, the DSRF is initiating a capital campaign to fund the re-design, refurbishment and renovation of its Burnaby headquarters. The campaign will include review of options for providing childcare and after-school programs for general public.

The delegation is seeking government partners to provide \$750,000, one half of the total project cost, in support of the campaign. The DSRF has met with Provincial and Federal Government representatives, and they are seeking City's participation in discussions regarding a joint funding model in support of the campaign.

The Committee inquired if development of a daycare service is the main goal of the campaign, if the new facility would allow the DSRF to serve more clients, and the geographical area that the DSRF serves.

Mr. Leslie clarified that DSRF is reviewing opportunities to provide before and after school programs that would not impact their core programming, and confirmed that the DSRF would serve more clients, including families with children who do not have Down Syndrome. Further, Mr. Leslie noted that the DSRF serves the entire province; however, its operations are focused on the Lower Mainland.

Staff advised that the City's grants policy does not contain a provision of capital grants to non-profit organizations, and staff would need more information regarding the renovation plans, funding model, number of childcare spaces, and project timelines.

Arising from discussion, the Committee introduced the following motion:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the delegation's presentation be **REFERRED** to staff for a report.

CARRIED UNANIMOUSLY

(b) **Burnaby Arts Council**
Re: Community Arts Development
Speakers: Teena Martin, Executive Director
Maria Anna Parolin, Co-President, Board of Directors

Ms. Teena Martin, Executive Director, and **Ms. Maria Anna Parolin**, Co-President, Board of Directors, Burnaby Arts Council (BAC), appeared before the Committee to present information regarding community arts development in Burnaby.

Ms. Martin thanked the Mayor and the Committee for their support of the BAC, and noted that the BAC has served the community for over 50 years by creating vibrant connections to the arts. The delegation played a video, which highlighted commonalities between the BAC's and the City's strategic plans on the following initiatives: youth engagement, social connections, inclusive community, healthy community and dynamic community.

The BAC is proposing creation of a three-year partnership pilot project that would include the following community arts initiatives:

- Intercultural round tables;
- Programs for youth, seniors and people with disabilities;
- Artist outreach to explore and facilitate opportunities for artists; and

- Enhanced community relationships (e.g., connections between artists and the City's Mural Program and collaboration with BBOT and Tourism Burnaby).

The proposed project envisions to:

- Bridge the gap between the community and the arts;
- Build capacity to keep up with the City's growth;
- Provide an outlet for the community of all ages and cultures;
- Contribute to a balanced community that includes equitable investment in arts and sports; and
- Leverage development of a new funding model.

Ms. Martin noted that over the last 25 years, the community has doubled in size while the City's funding to the BAC has remained static at \$25,000 per year. The BAC has made efforts to increase its funding; however, lack of leverage to develop alternative revenue has been a challenge. In closing, Ms. Martin requested a 30-day response from the City regarding the following requests:

- 2019: additional \$50,000 in funding by 2019 September for total annual funding of \$75,000;
- 2020: \$100,000 in annual funding and implementation of one annual payment in January of each year moving forward; and
- 2021: \$100,000 in annual funding.

The Committee noted that proposed funding constitutes a considerable increase in funding provided by the City, advised that the City will need more information from the delegation, and inquired regarding the next steps, other funders, and annual cost of the pilot project.

The delegation advised that funding would be reviewed each year with the BAC reporting annually on its deliverables. The BAC receives funding from various grants, gaming funds, and the BC Arts Council, and its annual expenditures are approximately \$191,000. Funding sought from the City would be used to hire an on-site project coordinator to oversee some of the operations, and to allow the Executive Director to make the connections in the community and develop a new funding model.

The Committee noted the importance of developing a City-wide vision for the arts, and the need to ensure that the BAC's programs compliment the City's arts programs.

Staff advised that the City has an Arts Policy, and undertook to provide a copy of the Policy to the Committee.

Arising from further discussion and without objection by any member, the Committee asked the delegation to provide additional information (e.g., long-term goals and budget) to staff, and to work with staff to ensure that the project compliments the City's existing arts and cultural programs.

4. **PRESENTATION**

a) **Update on the Corporate Strategic Plan**
Presenter: Dipak Dattani, Director Corporate Services

Mr. Dipak Dattani, Director Corporate Services, appeared before the Committee to provide an update on the Corporate Strategic Plan (CSP).

Mr. Dattani noted that the CSP is the product of the collaborative efforts of City Council and staff, and outlined its key elements:

- Vision: a world-class city committed to creating and sustaining the best quality of life for our entire community;
- Core values: community, integrity, respect, innovation, and passion; and
- Goals: a safe, connected, inclusive, healthy, and dynamic community and a thriving organization.

Mr. Dattani highlighted the following CSP activities implemented to date:

- Nine information sessions led by the City Manager and directors, and attended by approximately 400 staff;
- Engagement of approximately 1,100 staff across departments by the Engagement Team Ambassadors regarding application and advancement of CSP in day to day work;
- Additional sessions led by directors and managers to inform approximately 500 staff of CSP; and
- Creation of staff liaison monthly meetings to: provide updates from and raise continued awareness within departments, exercise CSP values, standardize CSP photo and story submissions to lay foundations for utilization of this information (e.g., Annual Financial Report), and review engagement approaches amongst staff (e.g., CSP poster, visual branding, and video).

In conclusion, Mr. Dattani played a video featuring City staff sharing stories aligned with the CSP values at a recent liaison meeting.

The Committee inquired regarding the next steps in the CSP and the City's visual brand.

Staff advised that they will utilize tools for further staff engagement, continue to exercise CSP values, and complete departmental work plans to demonstrate how CSP will be integrated in their day to day work. Further, staff are developing a visual brand.

Arising from discussion and without objection by any member, the Committee recommended that his Worship, Mayor Hurley, provide a message with the City-wide release of the visual brand and use of a shorter promotional video.

5. CORRESPONDENCE

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

(a) Correspondence from the Licence Inspectors' and Bylaw Officers' Association of British Columbia
Re: Financial Support for Precedent-Setting Local Government Dangerous Dog Appeal

Correspondence was received from Mr. Inder Litt, President, Licence Inspectors' and Bylaw Officers' Association of British Columbia (LIBOA), seeking financial support for legal costs for a precedent-setting local government dangerous dog appeal case, *Santics v. The Animal Control Officer for the City of Vancouver*, heard in the BC Court of Appeal on 2019 May 22. LIBOA was granted an intervenor status in the case on behalf of local government animal control officers across B.C.; however, due to limited financial resources it is unable to cover the legal costs. Mr. Litt advised that the case focuses on issues of jurisdiction and the expansion of judicial discretion that has resulted in increased costs to local governments regarding dangerous dog enforcement since *R. v. Kuo* case in 2008.

Staff advised they have contacted the LIBOA, and requested additional information and a revised submission.

Arising from discussion, the Committee introduced the following motion:

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the correspondence be **REFERRED** to staff for review.

CARRIED UNANIMOUSLY

(b) Correspondence from Down Syndrome Resource Foundation
Re: DSRF's Capital Campaign - Building Re-Design and Renovation

Correspondence was received from Mr. Jason Campbell, Director of Development, DSRF, regarding the organization's programs and services and the 25th anniversary capital campaign, which includes re-design of the Burnaby headquarters.

This matter was dealt with under Item 3(a).

6. REPORTS

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the reports be received.

CARRIED UNANIMOUSLY

(a) Report from His Worship, Mayor Mike Hurley
Re: Harmony for All - Burnaby Music Program

His Worship, Mayor Mike Hurley submitted a report seeking approval for establishment of a City Charitable Fund that will provide access to musical instruments to children in need of assistance.

His Worship, Mayor Mike Hurley recommended:

1. THAT the Executive Committee of Council approve in principle the establishment of a City Charitable Fund to be used for providing funding to Burnaby children who are unable to fulfill a desire to learn how to play a musical instrument as a result of financial restraints.

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of His Worship, Mayor Mike Hurley be adopted.

- referred

The Committee raised concerns regarding jurisdiction over the matter, proposed funding source, and the extent and implications of implementing the program.

Arising from discussion, the Committee introduced the following motion:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the report be **REFFERED** to staff for review of the proposed program and for a report.

CARRIED UNANIMOUSLY

(b) Report from the Director Parks, Recreation and Cultural Services
Re: Grant Application #19.18.o - Request for Room Usage by Nikkei Place at the Alan Emmott Centre

The Director Parks, Recreation and Cultural Services submitted a report providing additional information on the rental of Alan Emmott Centre by Nikkei Place, as requested by the Executive Committee of Council at the 2019 April 02 meeting.

The Director Parks, Recreation and Cultural Services recommended:

1. THAT this report be received for information.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Parks, Recreation and Cultural Services be adopted.

CARRIED UNANIMOUSLY

Arising from discussion, the Committee introduced the following motion:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Nikkei Place request for an in-kind facility fee waiver grant for use of the Alan Emmott Centre be **DENIED**.

CARRIED UNANIMOUSLY

(c) Report from the Director Finance
Re: Community Grant Policy Revisions

The Director Finance submitted a report proposing to revise the Community Grant Policy for further clarification to application guidelines.

The Director Finance recommended:

1. THAT the Executive Committee recommend Council approve revisions to the Community Grant Policy, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY MAYOR HURLEY

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

Arising from discussion and without objection by any member, the Committee requested that staff revise bullet point iii., under “Ineligible General Requests” section of the Policy, to clarify that only organizations fundraising on behalf of a third party would be ineligible for a grant.

Staff undertook to follow-up.

**(d) Report from the Director Planning and Building and
the Director Parks, Recreation and Cultural Services
Re: Corporate Guidelines for Indigenous Territory Acknowledgement**

The Director Planning and Building and the Director Parks, Recreation and Cultural Services submitted a report proposing wording and a process for Corporate Indigenous Territory Acknowledgement.

The Director Planning and Building and the Director Parks, Recreation and Cultural Services recommended:

1. THAT the Committee request Council to authorize staff to pursue the approach and process, as outlined in Section 6.0 of this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Planning and Building and the Director Parks, Recreation and Cultural Services be adopted.

CARRIED UNANIMOUSLY

7. FESTIVALS BURNABY GRANTS APPROVED TO DATE - \$142,100

8. NEW APPLICATIONS - FESTIVALS BURNABY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications – Festivals Burnaby be received.

CARRIED UNANIMOUSLY

Neighbourhood Events**(a) #19-N-009 - Burnaby Neighbourhood House**
Community Street Party

An application was received from Burnaby Neighbourhood House for the Community Street Party to be held on 2019 August 07 at Metrotown Resource Centre. This event provides an opportunity for the neighbourhood to come together in a safe and inclusive environment, and to learn more about the programs offered at Burnaby Neighbourhood House, as well as other community partners.

Request: \$4,000

CPA: 2018 - \$2,500 (Neighbourhood Grant)
2017 - No Application
2016 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$3,500 be awarded to the Burnaby Neighbourhood House to assist with the cost of hosting the Community Street Party to be held on 2019 August 07 at Metrotown Resource Centre.

CARRIED UNANIMOUSLY

(b) #19-N-010 - Friends of Alta Vista
26th Annual Alta Vista Playground Community Picnic

An application was received from Friends of Alta Vista for the 26th Annual Alta Vista Playground Community Picnic to be held on 2019 September 14 at Alta Vista Playground, at Royal Oak Avenue and McKee Street. This community event, organized by local volunteers, provides a free gathering for the surrounding neighbourhood. The focus of the picnic is community inclusion and building a stronger connection to the local park. The picnic provides free food, entertainment, community services, neighbourhood connections and teen volunteer opportunities. The event attracts approximately 250-300 neighbours of all ages and ethnicities.

Request: \$600

CPA: 2018 - \$500 (Neighbourhood Grant)
2017 - No Application
2016 - \$500 (Neighbourhood Grant)

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$500 be awarded to the Friends of Alta Vista to assist with the cost of hosting the 26th Annual Alta Vista Playground Community Picnic to be held on 2019 September 14 at Alta Vista Playground, at Royal Oak Avenue and McKee Street.

CARRIED UNANIMOUSLY

Large Scale Events

(c) **#19-L-007 - Burnaby Family Life Institute**
Burnaby Pride Street Party

An application request was received from Burnaby Family Life Institute for the Burnaby Pride Street Party to be held on 2019 August 10 at Bonsor Sports Field. The Burnaby Pride Street Party is a celebration of LGBTQIA2S+ lives, experiences and visibility in the community. The event will include interactive booths from a variety of community agencies, community food vendors, games, activities and entertainment that showcase LGBTQIA2S+ talents.

Request: \$12,500

CPA: 2018 - \$3,400 (Neighbourhood Grant)*
2017 - No Application
2016 - No Application

**A different organization planned the 2018 event.*

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$12,500 be awarded to the Burnaby Family Life Institute for the Burnaby Pride Street Party to be held on 2019 August 10 at Bonsor Sports Field.

CARRIED UNANIMOUSLY

9. **PROGRESSIVE LIST OF GENERAL GRANTS APPROVED TO DATE - \$114,108**

10. **NEW APPLICATIONS - GENERAL GRANTS**

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications – General Grants be received.

CARRIED UNANIMOUSLY

a) #19.26. - Burnaby Neighbourhood House
Community Engagement Program

An application was received from Burnaby Neighbourhood House (BNH) requesting a grant to support the Community Engagement Program in 2019. The Community Engagement Program is a volunteer-based Program which provides Burnaby residents with access to a range of inclusive, low cost, and free programs and services (e.g. English conversation classes, monthly community dinners, free income tax clinics, yoga classes, tai chi, line dancing, art workshops, cooking demonstrations, book clubs and knitting circles). The BNH staff support the volunteers by promoting, setting-up, and implementing programs and services. Approximately 8,000 residents per year benefit from the Program.

Request: \$15,000

CPA: 2018 – Denied
2017 – \$20,000*
2016 – No Application

**One-time grant to assist with expenses associated with the organization's expansion and creation of the second location (North House) in North Burnaby.*

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$15,000 be awarded to Burnaby Neighbourhood House (BNH) to support the Community Engagement Program in 2019.

CARRIED UNANIMOUSLY

b) #19.27. - Apex Xplosion Volleyball Team U18 Girls
Volleyball Canada 2019 National Volleyball Tournament

An application was received from Apex Xplosion Volleyball Team U18 Girls in Vancouver requesting a grant to assist with travel expenses for eight (8) Burnaby residents to compete at the Volleyball Canada 2019 National Volleyball Tournament held in Toronto, Ontario, 2019 May 11 – 14. The team qualified for the National Tournament through high placement in the Provincial Tournament.

Request: \$2,500

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

**Per the Community Granting Policy, each player is eligible for a \$250 grant for a total of \$2,000 for all eight players.*

MOVED BY COUNCILLOR CALENDINO
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$2,000 be awarded to the Apex Xplosion Volleyball Team U18 Girls in Vancouver to assist with travel expenses for eight (8) Burnaby residents, who competed in the Volleyball Canada 2019 National Volleyball Tournament held in Toronto, Ontario B.C. on 2019 May 11 – 14.

CARRIED UNANIMOUSLY

c) **#19.28. - My Artist's Corner (MAC) Society, BC**
My Artist's Corner Program

An application was received from My Artist's Corner (MAC) Society BC requesting a grant to support provision of an art program for adults living with mental health issues for 2019/2020. The Society offers classes in art techniques and art history, hosts two major art shows each year, supplies artist grade materials and provides high quality instruction. Participants are encouraged to explore their artistic potential on their journey of mental health and wellness. Forty adults, majority of whom are Burnaby residents, participate in the program each year.

Request: \$10,000

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$5,000 be awarded to My Artist's Corner (MAC) Society BC to support provision of an art program for adults living with mental health issues for 2019/2020.

CARRIED UNANIMOUSLY

d) **#19.29.o - United Way of the Lower Mainland**
Street Banner Program

An application was received from United Way of the Lower Mainland requesting an in-kind grant (for labour cost) in support of the 2019 United Way Fall Campaign in the amount of \$10,000 to cover banner installation and removal costs along Kingsway, between Boundary Road and Royal Oak Avenue. The banners would be installed 2019 September and removed at the end of 2019 December.

Request: \$10,000 in-kind	CPA: 2018 - \$10,000 (used \$3,919)
labour cost	2017 - \$15,000 (used \$3,279)
	2016 - \$15,000 (used \$4,566)

**Request for \$10,000 is due to unforeseen circumstance such as the need for hardware replacement.*

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT an-kind grant up to \$10,000 be awarded to the United Way of the Lower Mainland in support of the 2019 United Way Fall Campaign to cover banner installation and removal costs along Kingsway, between Boundary Road and Royal Oak Avenue.

CARRIED UNANIMOUSLY

e) #19.30. Big Brothers of Greater Vancouver
Mentoring with Math

An application was received from Big Brothers of Greater Vancouver requesting a grant to cover the costs of the Jump Math Workbooks in the Mentoring with Math program 2019 October – 2020 June. The workbooks vary from a low difficulty to more complex, and have low barriers regarding the language complexity, making them an excellent source for students whose first language is not English.

Request: \$5,000	CPA: 2018 - \$3,000
	2017 - \$3,000
	2016 - \$3,000

MOVED BY COUNCILLOR CALENDINO
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$3,000 be awarded to Big Brothers of Greater Vancouver to assist with the costs of the Jump Math Workbooks in the Mentoring with Math program 2019 October – 2020 June.

CARRIED UNANIMOUSLY

f) #19.31. - Variety - The Children's Charity of BC
Variety Mobility Day

An application was received from Variety – The Children's Charity of BC requesting a grant to assist with Variety Mobility Day to be held at the Variety BC headquarters in Burnaby on 2019 June 05. The event will feature a

barbeque, accessible obstacle course, and games for Variety Kids. The goal of the event is to raise funds and awareness about the work of Variety and the increasing demand for mobility equipment.

Request: \$10,000

CPA: 2018 - No Application
2017 - No Application
2016 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$5,000 be awarded to Variety – The Children’s Charity of BC to assist with Variety Mobility Day held at the Variety BC headquarters in Burnaby on 2019 June 05.

CARRIED UNANIMOUSLY

g) #19.32. - Wesburn Youth Soccer Club Galaxy U16 Boys
Provincial Cup

An application was received from the Wesburn Youth Soccer Club Galaxy U16 Boys team requesting a grant to assist with travel expenses for 14 players and Burnaby residents to participate at the Les Sinnott Memorial Boy’s Provincial Cup to be held on 2019 July 4 - 7 in Prince George, B.C.

Request: \$1,750

CPA: 2018 - No Application
2017 - \$1,000
2016 - No Application

**Grant was awarded to U14 team.*

MOVED BY COUNCILLOR CALENDINO
SECONDED BY MAYOR HURLEY

THAT a grant in the amount of \$1,750 be awarded to the Wesburn Youth Soccer Club Galaxy U16 Boys team to assist with travel expenses for 14 Burnaby residents to participate at the Les Sinnott Memorial Boy’s Provincial Cup to be held on 2019 July 4 - 7 in Prince George, BC.

CARRIED UNANIMOUSLY

11. NEW BUSINESS

There were no new business items brought before the Committee at this time.

12. INQUIRIES

There were no inquiries brought before the Committee at this time.

13. CLOSED

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Committee, in accordance with Sections 90 and 92 of the Community Charter, do now resolve itself into a Closed meeting from which the public is excluded to consider matters concerning labour relations or other employee relations, personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity, and negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages, and that in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 5:59 p.m.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the Open Council meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 6:47 p.m.

14. ADJOURNMENT

MOVED BY MAYOR HURLEY
SECONDED BY COUNCILLOR MCDONELL

THAT the Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 6:47 p.m.

Nikolina Vracar
Administrative Officer

Councillor Sav Dhaliwal
Chair

DRAFT



June 6, 2019

His Worship Mayor Hurley and Members of Burnaby Council
4949 Canada Way
Burnaby, V5G 1M2

Dear Mayor Hurley and Councillors:

The Burnaby Early Childhood Development Community Table would like to express its heartfelt appreciation to The City of Burnaby for the \$7,000.00 grant it requested to retain their Coordinator. These funds, combined with other Table member's financial contributions, mean we now have sufficient funding to maintain the coordinator position from April 2019 to March 2020.

Our vision is for Burnaby to be a vibrant community where children develop to their full potential and families thrive. In retaining our coordinator, we have the leadership to continue working collaboratively with all community members and stakeholders in order to plan and deliver early childhood development services, programs and supports.

Burnaby's families thank you!

Together, we move forward this vision.

Sincerely,



P.P. Tracey Rusnak

Little Things Matter!
www.kidsinburnaby.ca

Referred to:
Executive Committee of Council (2019.07.10)
Copied to:
City Manager
Dir. Corporate Services

Dear Burnaby City Council,
 Thank you so much for your generous support of our team. We had a marvelous time and the students have all voted to go back again next year! We have so many wonderful memories. Thank you for helping to make this possible. Stelly Lloyd, coach

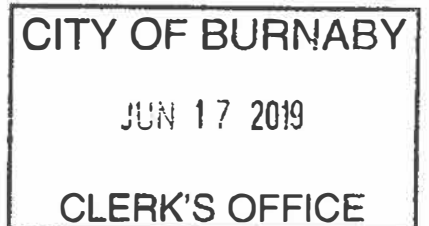
Thank you so much for helping my team pay for our funds. I want to thank you for making this opportunity possible for us - Yuanze Toth

Thank you for being so generous for donating money for our team to go to Michigan. Thank you for making this opportunity happen - Thanks - Tina

Thank you very much for donating money to our team, we used the money very wisely. Your money made our experience WAY better, it also made this experience possible! - Tiger Du
 Being in Michigan was really fun, and one of my favourite part was spending time with people that now feel like family, and it wouldn't have happened without your generous donation so thank you - Tallulah Chan.

Your money has made it possible for us to have such an amazing experience. Thank you so much for making it possible for us to go on an Odyssey of the Mind! - Raymond Wang

Parkcrest School
 6055 Halifax St.
 Burnaby, BC







Office of the City Clerk

K. O'Connell, City Clerk
B. Zeinabova, Deputy City Clerk

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 JUNE 25

FROM: DEPUTY CITY CLERK

FILE: 61000-01

SUBJECT: IN-KIND GREEN FEE WAIVER GRANT REQUEST 2019 – CANADIAN ALLIANCE OF CHINESE ASSOCIATIONS
ITEM NO. 7(7), MANAGER'S REPORTS, COUNCIL 2019 JUNE 24

Burnaby City Council, at the Open Council meeting held on 2019 June 24, received the above noted report and adopted the following recommendation contained therein:

1. THAT Council refer correspondence from Mr. Yongtao Chen, Executive Chairman of Canadian Alliance of Chinese Associations, to the Executive Committee of Council for review.

Please find attached a copy of the report.

A blue ink signature of Blanka Zeinabova, written in a cursive style.

Blanka Zeinabova
Deputy City Clerk



Item.....
Meeting2019 Jun 24

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2019 June 13

FROM: DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES **FILE:** 7400-20

SUBJECT: IN-KIND GREEN FEE WAIVER GRANT REQUEST 2019 – CANADIAN ALLIANCE OF CHINESE ASSOCIATIONS

PURPOSE: To refer Mr. Yongtao Chen's correspondence to the Executive Committee of Council.

RECOMMENDATION:

1. **THAT** Council refer correspondence from Mr. Yongtao Chen, Executive Chairman of Canadian Alliance of Chinese Associations, to the Executive Committee of Council for review.

REPORT**1.0 INTRODUCTION**

At the Parks, Recreation and Culture Commission meeting held on 2019 June 11, correspondence (**Attachment #1**) was received from the Canadian Alliance of Chinese Associations (CACA) requesting an in-kind green fee waiver for their 1st Annual CACA Charity Golf Tournament to be held on 2019 July 10 at Riverway Golf Course. Arising from discussion, Commission **REFERRED** this item of correspondence to the Executive Committee of Council for review.

In 2003, the Executive Committee of Council approved a process and criteria for receiving and reviewing golf tournament green fee waiver grant requests. Each year the Committee receives and reviews requests from local non-profit organizations wanting to hold a tournament at the City's golf courses for the purpose of raising funds. The Committee's recommendations are reviewed by Council.

2.0 POLICY SECTION

The in-kind green fee waiver requests are aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan.

To: City Manager
From: Director Parks, Recreation and Cultural Services
Re: In-Kind Green Fee Waiver Grant Request 2019 – Canadian Alliance of Chinese Associations
2019 Jun 24..... Page 2

An Inclusive Community

- Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging

A Healthy Community

- Healthy life –
Encourages opportunities for healthy living and well-being
- Community involvement –
Encourage residents and businesses to give back to and invest in the community

A Thriving Organization

- Organizational culture –
Ensure that our core values are reflected in our policies, programs and service delivery

3.0 BACKGROUND

The CACA was established in 2008 to help raise funds in support of Wenchuan Earthquake Relief in Sichuan Province in China. It has since expanded its scope and become an alliance of over 130 Chinese associations in Canada. Its mandates are: unity, mutual assistance, dedication and prosperity. Over the past 10 years, the CACA has raised funds for many local charities.

All net earnings from the golf tournament will be donated to Burnaby Hospital Foundation as the beneficiary of the 1st CACA Charity Golf Tournament.

4.0 RECOMMENDATION

It is recommended that Council refer correspondence from Mr. Yongtao Chen to the Executive Committee of Council for their review.



Dave Ellenwood
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

DOC:km
Attachment

From: Canadian Alliance CACA [<mailto:caca.2016@icloud.com>]
Sent: May-25-19 9:28 AM
To: Hurley, Mike
Cc: Wong, Elaine; McDonell, Paul; Wang, James
Subject: CACA Charity Golf Tournament

Attachment #1

Dear Burnaby Mayor Hurley & Councillors:

I'm writing on behalf of Canadian Alliance of Chinese Associations CACA, we are proudly planning to host its 1st CACA Charity Golf Tournament in Riverway Golf Course, Burnaby.

Moreover, we decided to choose the Burnaby Hospital Foundation-BHF as the beneficiary of the 1st CACA Charity Golf Tournament and will donate and contribute all net earnings to BHF. We are highly appreciated for the healthcare services provided by Burnaby Hospital as well as contributions to the community from the City of Burnaby.

Assisted by Mr Paul McDonell - Councillor & Parks Board Chair, we initially booked the tournament venue in Riverway Golf Course dated on July 10th, 2019.

However, we also seek the support from city of Burnaby and we are requesting a waiver of the green fees of Riverway Golf Course for 144 golfers (36x4) on July 10th, 2019.

A fundraising & charity dinner event will be held right after the tournament and we will be fully responsible for the all expenses of the dinner party at the Clubhouse in Riverway.

Canadian Alliance of Chinese Associations-CACA is an organization was established in 2008 to help raise funds to support Wenchuan Earthquake Relief in Sichuan China. It has now become an alliance of over 130 Chinese associations. Its mandates are: unity, mutual assistance, dedication, and prosperous. It is now one of the most active Chinese Alliance organizations, its member associations are composed of mostly new immigrants from mainland China. In recent years, CACA has organized lots of influential events in promoting multicultural, encouraging mutual communications and interactions between Canada and China in economic and cultural aspects.

Over the past 10+ years, CACA has raised funds for local charities multiple times. Looking forward, CACA will continue to support local community development and promote multicultural, continue to help new immigrants and response to worldwide emergency events.

We are looking forward to hear the good news from you. Should you have any questions or request further information from us, please contact our Secretary General Shumei Liu @604-338-7836.

Thanks & Best Regards,

Mr. Yongtao Chen
Executive Chairman of CACA



Executive Committee of Council
c/o Office of the City Clerk

K. O'Connell, City Clerk
B. Zeinabova, Deputy City Clerk

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 JUNE 27

FROM: ADMINISTRATIVE OFFICER

FILE: 2410-20

SUBJECT: FESTIVAL GRANT #19-L-003 – CANADIAN COMMUNITY SERVICE ASSOCIATION GRANT AWARD

The Executive Committee of Council, at its Open meeting held on 2019 May 01, received a grant request in the amount of \$25,000 from the Canadian Community Service Association (CCSA) for the Chinese Cultural Heritage Festival and the 11th Vancouver Water-Splashing Festival to be held on 2019 July 28 at Swangard Stadium. The Committee adopted a motion recommending award of \$14,000 to the CCSA.

The Festivals Burnaby grant applications report containing the above noted grant request was submitted to Council at the Open Council meeting held on 2019 May 13. However, due to a clerical error, the report recommended award of \$15,000 to the CCSA. Following Council's adoption of the report, funds were dispensed to the organization.

Staff extend sincere regrets for the error and would like to assure the Committee that corrective actions have been put in place to address this issue. Please note that the discrepancy in the Committee's recommendation and the final grant award will be noted with future CCSA's festival grant requests for the Committee's information and consideration in its decision-making.

Nikolina Vracar

Nikolina Vracar
Administrative Officer

Copied to: City Manager
Director Corporate Services
Director Finance
Director Parks, Recreation and Cultural Services



Meeting 2019 July 10

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 JUNE 24

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

SUBJECT: FESTIVALS BURNABY PROGRAM – NEIGHBOURHOOD GRANT
19-N-011 BURNABY NORTH ROAD BUSINESS IMPROVEMENT
ASSOCIATION (BIA)

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from Burnaby North Road Business Improvement Association for the 6th Annual Korean Community Day to be held on 2019 September 07 be received.

REPORT

Festivals and Special Events: Neighbourhood Event

Grant File 19-N-011: Burnaby North Road Business Improvement Association

Application Received: 2019 June 20
 Project Budget: \$18,500
 Project Request: \$ 5,000

Previous Support:

- 2018 Neighbourhood Festivals Burnaby Grant \$3,500
- 2017 Neighbourhood Festivals Burnaby Grant \$3,500
- 2016 Neighbourhood Festivals Burnaby Grant \$3,500
- 2015 Neighbourhood Festivals Burnaby Grant \$3,000
- 2011 Neighbourhood Festivals Burnaby Grant \$3,000

An application request for \$5,000 has been received from Burnaby North Road Business Improvement Association for the 6th Annual Korean Community Day on 2019 September 07 at 4501 North Road (Korean Town Centre Mall). This annual event showcases Korean business in the area and invites the neighbourhood to join in the day

To: Executive Committee of Council
From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Neighbourhood
Event

2019 July 10 Page 2

of activities that consist of drumming groups, K Pop dance, martial arts demos, art walks, a tea garden as well as a family carnival area.

The Burnaby North Road Business Improvement Association (BIA) promotes, supports and enhances the business, safety and heritage within the area designated by the City of Burnaby as the Burnaby North Road BIA. Created in 2009, the organization's mission is to support prosperity of the membership through dynamic growth and recognition of the Lougheed Town Centre area.

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:sjh
19-N-011 Burnaby North Road Business Improvement Association



Meeting 2019 July 10

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 JUNE 24

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

SUBJECT: FESTIVALS BURNABY PROGRAM - NEIGHBOURHOOD GRANT
19-N-012 MY ARTIST'S CORNER SOCIETY , BC (MAC)

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby grant request from My Artist's Corner Society, BC for the My Artist's Corner 10th Annual Show on 2019 September 28 be received.

REPORT

Festivals and Special Events: Neighbourhood Event

Grant File 19-N-012: My Artist's Corner Society, BC (MAC)

Application Received: 2019 June 15

Project Budget: \$2,550

Project Request: \$1,000

Previous Support: 2018 Neighbourhood Festivals Burnaby Grant \$974.00

An application request for the amount of \$1,000 has been received from My Artist's Corner Society, BC for My Artist's Corner 10th Annual Show on 2019 September 28 at Shadbolt Centre for the Arts. My Artist's Corner (MAC) is an annual art show. The event will showcase the work of member artists, to engage with visitors to help combat mental health stigma and to connect artists with the community at large.

My Artist Corner program supports 25 – 30 artists each year through open studio time, instruction, annual show, and visits to local galleries. MAC's mission is to empower individuals to explore their artistic potential on their journey of mental health and wellness.

To: Executive Committee of Council
From: Director Parks, Recreation & Cultural Services
Re: Festivals Burnaby Program - Neighbourhood Event
2019 July 10 Page 2

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE: sjh
19-N-012 My Artist's Corner, BC



Meeting 2019 July 10

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 JUNE 24

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

SUBJECT: FESTIVALS BURNABY PROGRAM – SMALL SCALE EVENT
19-S-011 NORTH AMERICAN ARTIST ASSOCIATION

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from the North American Artist Association for their Spring Gala 2020 to be held on 2020 January 11 be received.

REPORT

Festivals and Special Events: Small Scale Event

Grant File 19-S-011: North American Artist Association

Application Received: 2019 May 02

Project Budget: \$42,000

Project Request: \$12,000

Previous Support: New Festivals Burnaby Grant Application

An application request for \$12,000 has been received from the North American Artist Association for the Burnaby Spring Gala Festival 2020 on 2020 January 11 at Michael J Fox Theatre. The Burnaby Spring Gala Festival is a variety show that features performances in dance, music and other artistic expressions. This showcase of multi-cultural artistic performances by performers from all over North America and Asia will promote multi-ethnic traditional arts and will be enjoyed by people as they celebrate Lunar New Year.

To: *Executive Committee of Council*
From: *Director Parks, Recreation & Cultural Services*
Re: *Festivals Burnaby Program –Small Scale Event*
2019 July 10 Page 2

The North American Artists Association was established in 2016 to promote cultural diversity appreciation in North America through performing arts in excellence in music, dance, drama, musical theatre and multimedia. The organization aims to provide a platform for newly created performing arts productions.

The application has been completed in full. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:sj
19-S-011 North American Artist Association



Meeting 2019 July 10

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL

DATE: 2019 JUNE 25

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

SUBJECT: FESTIVALS BURNABY PROGRAM - NEIGHBOURHOOD EVENT
19-S-012 PANDIT JASRAJ SCHOOL OF MUSIC FOUNDATION

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby grant request from the Pandit Jasraj School of Music Foundation for the Indian Classical and Vocal Music: An Evening of Khayais and Thumris by Indrani on 2019 September 22 be received.

REPORT

Festivals and Special Events:	Small Scale Event
Grant File 19-S-012:	Pandit Jasraj School of Music Foundation
Application Received:	2019 June 21
Project Budget:	\$8,700
Project Request:	\$3,000
Previous Support:	2018 Neighbourhood Festivals Burnaby Grant \$3,000 2013 Small Scale Festivals Burnaby Grant \$3,000 2016 Neighbourhood Festivals Burnaby Grant \$3,000

An application request for \$3,000.00 has been received from the Pandit Jasraj School of Music Foundation for the Indian Classical and Vocal Music: An Evening of Khayais and Thumris by Indrani on 2019 September 22 at the James Cowan Theatre, 6450 Deer Lake Avenue. This concert by a young vibrant artist is being brought back by popular demand. Indrani Mukerjee, renowned Hudustani Classical Vocalist, performs khayal in Khayal in Kirana-Rampur style and Thumri in Purab Ang. She comes from Kolkata, West Bengal India.

To: *Executive Committee of Council*
From: *Director Parks, Recreation & Cultural Services*
Re: *Festivals Burnaby Program - Small Scale Event*
2019 July 10 Page 2

The Pandit Jasraj School of Music Foundation is a Gurukul (institute) of the ancient art of Hindustani Classical Vocal Music and is the first institute of the Mewati Gharana in North America. A gharana is a system of social organization linking musicians or dancers by lineage or apprenticeship, and by adherence to a particular musical style. The school provides ongoing instruction to students, presents workshops and seminars, encourages youth to participate and learn music, trains teachers and seeks greater exposure for classical music.

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:sjh
19-S-012 Pandit Jasraj School of Music Foundation

GETTING STARTED

1. Are you? ☐ New Applicant ☒ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$5,000.00
4. Total cost of the project/event/program etc.: \$1,008,144.00

GETTING TO KNOW YOU

1. What kind of applicant are you?

☐ Local Registered Non-Profit Society

Society No: _____

Date of Incorporation: _____

☒ Registered Charity Charitable No.: 11880 9409 RR 0001☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization☐ Other Specify: _____2. Group/Organization Name: Big Sisters of B.C. Lower Mainland3. Group/Organization Street Address: 34 E. 12th Avenue, Vancouver, BC V5T 2G54. Website (if applicable): https://www.bigsisters.bc.ca/

5. Grant Application Main Contact Person

Name: Molly LoudonPhone: 604-873-4525 ext 317Email: mloudon@bigsisters.bc.ca

6. Contact person #2

Name: Mila GhorayebPhone: 604-873-4525 ext. 311Email: mghorayeb@bigsisters.bc.ca

7. Number of Volunteers

Confirmed: 709Expected: 700-750

THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: Big Sisters Mentoring Program

2. Project/Event/Program Location (physical street address or event location):

Throughout the BC Lower Mainland. City of Burnaby is the third largest city we serve.

3. Project/Event/Program Start Date: January 1 2019 (Ongoing)

4. Project/Event/Program End Date: December 31 2019 (Ongoing)

PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

The Big Sisters Mentoring program matches at-risk youth (ages 7 to 17) with an adult, female mentor who makes a world of difference in their lives. Big Sister mentors help their Little Sisters face and overcome life's challenges, avoid risky behaviour, and reach their full potential.

Big Sisters Mentoring program objectives are to:

- provide a supportive mentor for every girl who needs one in the Lower Mainland
- increase self-esteem and confidence
- encourage positive and healthy behaviour
- set girls on the path to reach their full potential
- facilitate girls to effectively communicate their feelings
- promote positive relationships with peers and families
- inspire giving back and community involvement

2. Describe the project/event/program, and the activities.

Big and Little Sister matches meet once a week (for a minimum of one year). They enjoy outings and activities, and build a strong bond and trust. They also work on the Little Sister's goals (which may be trying new activities, overcoming social anxiety, making new friends, coping with depression etc.) Through these weekly meetings, Little Sisters become confident that they have someone in their life who cares about them and who shows up for them. They have someone to turn to to talk about the tough stuff that comes with growing up (such as relationships, drug use, school and friendship issues, and problems at home).

3. Describe how the project/event/program fits into the chosen grant category.

This project fits into the general grants category because we provide social services to residents of Burnaby (the third largest community we serve), it covers a small portion of our program budget and it is in line with Burnaby's social sustainability strategy.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit) How many Burnaby residents will be involved with or benefit from the project.

The Big Sisters Mentoring program will benefit Burnaby at-risk youth (ages 7 to 17 who identify as female, transgender and non-binary) by providing them with a devoted, caring adult mentor who will help them overcome their challenges, give them a sense of belonging and reach their full potential. According to research conducted by UBC, 1 in 10 children in the BC Lower Mainland believe that they don't have one adult in their life who cares about them. This is a devastating statistic and we need to do something about it. Harvard University indicates that a growing body of research suggests that in order for children to overcome adversities and thrive, they need just one caring adult in their life. Our Big Sisters Mentoring program provides Burnaby at-risk youth with such a person who will help them reach their full potential and grow up to be healthy, thriving, contributing members of their community. When this happens, the entire community benefits. Our Big Sister volunteers also benefit as they develop important soft skills (empathy, leadership, communication, problem solving, etc.) that they can then apply at their place of work and other relationships. Approximately 66 Burnaby residents (33 Little Sisters and 33 Big Sisters) will be involved with and benefit from this program.

5. Describe how the project/event/program aligns with one or more of the following ([Social Sustainability Plan](#), [Environmental Sustainability Plan](#), [Official Community Plan](#)):

The Big Sisters Mentoring program aligns with the Social Sustainability Plan as it reflects the values of supporting one

another to "meet their needs, realize their potential, and prosper in a healthy environment." The program fosters a caring, inclusive and vibrant community by supporting at-risk youth to be the best they can be. It encourages a safe, livable and just environment by giving everyone an opportunity to overcome life's challenges. Also, research shows that mentored youth are less likely to engage in destructive behaviour like drug use and crime, which makes for safer communities. Finally, Big Sisters Mentoring fosters economic vitality, as research shows that for every dollar spent on mentorship, \$18-\$24 is returned to society. This is the power of mentorship. It takes a village to raise a child, as the African proverb states. We, at Big Sisters, believe this to be the essence of community citizenship and encourage volunteerism through our Big Sisters mentoring program.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

We are supported by many community partners and stakeholders who refer at-risk youth to our agency. They include: Family Services of Greater Vancouver, Vancouver Aboriginal Child & Family Services Society, and the Burnaby School District.

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

Every year, we seek out new sources of funding - be it through municipal, corporation or private foundations - so that we can make up the difference. We will continue to embed our long-term diverse fundraising strategy to enhance financial sustainability, ensure programming continues and work towards our vision of providing a mentor to every youth in the Lower Mainland of BC who needs one.

EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

We will determine the program's success by measuring the following indicators:

1. Number of youth served in Burnaby: every year, we gather statistical information to let help us to determine how many youth are being served through our program. It is our goal to get youth off our wait list and into supportive, mentor relationships as soon as possible.
2. Length of match: our statistical information also helps us to determine the length of mentor matches. We require a minimum of a one year commitment, but our Big and Little Sister matches on average well-exceed this and often flourish into lifelong friendships.
3. Impact: we provide our Little Sisters, Big Sisters, their parents, guardians and other supporters with an opportunity to provide us with feedback in the form of surveys and testimonials. It is in this data we are able to determine the impact the program is having on Little Sisters. In particular, we are interested in measuring levels of confidence, self-esteem and healthy behaviour.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

As per above, we collect statistical data to measure how many at-risk youth we serve, from which communities, their length of match etc. We also collect qualitative data by giving the youth we serve (and their support systems) an opportunity to provide us with feedback in the form of surveys and testimonials.

LONG TERM VIABILITY

ATTENTION: The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. What are your sources of revenue? What percentage of total revenue do they each represent?

<u>Source of Revenue</u>	<u>% of Total Revenue Previous Year</u>	<u>% of Total Revenue Current Year</u>
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	2.3	2
Grants (All federal, provincial, municipal, foundation and gaming grants)	40.2	44
Donations and Sponsorships (Cash)	46.8	40.7
Donations and Sponsorships (In-kind)		
All donations (cash/in-kind) provided by the City of Burnaby	0.6	0.5

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

Other sources of funding we are pursuing for our Big Sisters Mentoring program include other municipalities (such as the District of West Vancouver and North Vancouver), corporate donations (such as the Home Depot and Vancity) and private foundations (such as River Foundation and Seedlings Foundation). We anticipate being able to guarantee a significant percentage of mentoring program expenses thanks to revenue generated from our diverse fundraising strategy: five annual fundraising events; family, private, and corporate giving foundations; Gaming; the United Way; individual donations; and municipalities.

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash	\$5000.00	\$5000.00	\$5000.00		\$5000.00
Grant - In-kind					
Permissive Tax Exemption					
Lease Grant					
Other					

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rational for the increase.

n/a

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

Strengthen donor and volunteer stewardship

Description:

Our relationships with our donors and volunteers matter to us. We believe in cultivating unique and meaningful relationships with our donors and volunteers, and aim to provide them with personalized updates on the impact of their generosity. To make our stories widespread and accessible to current and potential donors and

volunteers, we aim communicate our message on multiple platforms.

Goal 2:

Foster a collaborative culture

Description:

Everyone on our team possesses unique talents that thrive and build on the talents of other team members. That's why we make sure to have regular informal and formal team interactions to gather and share stories; particularly between fundraising and programming teams. It is through these learning opportunities that we can fully optimize the skills each team member brings to the table.

Goal 3:

Secure new sources of funding

Description:

We aim to branch out and expand our funders outside of traditional in-house events. One way of doing this is by encouraging third-party community fundraisers. Additionally, we aim to expand our foundation and grant portfolio, establish deeper relationships with our alumni, and expand efforts on our monthly and planned giving programs.

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	723	709
Volunteer hours per year	51,526	52,400
Number of voting members	495	560

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

Our programs are delivered within the communities they serve, and are open to all at-risk youth in the Lower Mainland of BC who identify as female, transgender and non-binary. For example, we have a Big Sister who is helping her Little, Antonio, go through a gender transition, and another mentor who supported her Little come out to her parents. The youth we support often have developmental or physical challenges, and our office is wheelchair accessible. Our intake forms are available in the five main languages we serve, and we have trained volunteer interpreters for our match and parent meetings. Finally, we serve youth based on need, not economic status. At least 54% (estimated to be 87%) of our Littles come from low-income households.

INSURANCE AND ACKNOWLEDGEMENT

1. Does your organization have general liability insurance? ☒ Yes ☐ No

2. If yes, what coverage?

We have \$5 million general liability coverage.

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

A \$5,000 gift to the Big Sisters Mentoring Program from the City of Burnaby will be acknowledged with:

- Press release sent to Business in Vancouver "Hats Off" column
- Social media posts announcing donation
- Your name listed on our Supporters web page
- Your logo and link on the Big Sisters program web page
- Thank You Art for your place of work
- Your name listed in annual report

Thank you, City of Burnaby, for your ongoing support of our work.

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Big Sisters of B.C. Lower Mainland
For the Fiscal year:	2019
Month Fiscal Year Begins:	January
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	

REVENUES	Prior Year Actual	Current Year Budget	Current Year Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1.				
2.				
3.				
PROVINCIAL Government (Specify)				
1. BC Community Gaming Grant	150000	150000	Y	Jan - Dec 2019
2.				
3.				
LOCAL Government (Specify)				
1. Municipal Grants	47763	75013	N	Jan - Dec 2019
2.				
3.				
Sponsorships (Specify)				
1. included in Fundraising below				
2.				
3.				
Earned Revenue				
1. Service Contracts	20524	20524	Y	Jan - Dec 2019
2.				
3.				
Fundraising (Net Revenue)	330458	350448	N	Jan - Dec 2019
Individual Donations	170798	162823	N	Jan - Dec 2019
In Kind Sources				
Investment Income	10355	10800	Y	Jan - Dec 2019
Other sources (specify)				
1. United Way Grant	39004	24377	Y	Jan - Dec 2019
2. Foundation Grants	127468	194304	N	Jan - Dec 2019
3.				
Total Revenue	896370	988289		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	86379	106747	
Office Supplies & Expenses	21597	20625	
Program & Event Supplies			
Advertising & Promotion	2348	3575	
Travel & Vehicles Expenses	53043	66656	includes caseworkers' travel time
Interest and Bank Charges			
Licences, Memberships, & Dues			
Occupancy Costs	2091	2310	
Professional & Consulting Fees			
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers	28317	37874	includes caseworker's time for volunteer & child safety training
City Services Expenses			
1.			
2.			
3.			
Other Expenses			
1. Program Expenses	591670	750502	Direct Match Support, Program Admin, Volunteer Recruitment
2.			
3.			
4.			
5.			
Total EXPENDITURES	785445	988289	
Current surplus (deficit)	110925	0	

GETTING STARTED

1. Are you? ☐ New Applicant ☒ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☐ General Grant ☒ Recreational Sport Grant
3. Amount you are requesting \$2,500.00
4. Total cost of the project/event/program etc.: \$27,890.00

GETTING TO KNOW YOU**1. What kind of applicant are you?**☐ Local Registered Non-Profit Society

Society No: _____

Date of Incorporation: _____

☐ Registered Charity Charitable No.: _____☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☒ Sport or Recreation Organization☐ Other Specify: _____2. Group/Organization Name: Metro Minor Bal Hockey3. Group/Organization Street Address: 293 East 58th Ave. Vancouver, BC V5X 1B84. Website (if applicable): www.metroballhockey.ca**5. Grant Application Main Contact Person**Name: Harjot S GuramPhone: [REDACTED]Email: [REDACTED]**6. Contact person #2**

Name: _____

Phone: _____

Email: _____

7. Number of VolunteersConfirmed: 5Expected: 5

THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: Western Challenge Cup

2. Project/Event/Program Location (physical street address or event location):

Edmonton Minor Ball Hockey 2019 Host - 17415 106a Ave NW, Edmonton AB T5S 1M7

3. Project/Event/Program Start Date: July 11, 2019

4. Project/Event/Program End Date: July 14, 2019

PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

The Metro Minor Ball Hockey Association (MMBHA) is a ball hockey association that provides youth with a safe, affordable and fun filled spring sport each year. The background of the players is usually hockey (i.e. Burnaby Minor Hockey Association) but some come from a soccer background as well. Ball hockey is a fantastic way for athletes from different sports to play together in the spring/summer season.

2. Describe the project/event/program, and the activities.

The MMBHA U11 team will compete in the Canadian Ball Hockey Association Western Challenge Cup (WCC). With teams from across the western provinces, MMBHA U11 will be placed in one of two divisions. Teams in each division will compete against each other in a round robin format where the highest ranking teams move on to the quarter finals, semi finals and then the finals. The tournament will be held from July 11 to 14, 2019

3. Describe how the project/event/program fits into the chosen grant category.

This event fits into this grant category as WCC is the competitive sporting event for Western Canada for minor ball hockey teams from BC, Alberta, Saskatchewan and Manitoba. While in the past this tournament has been held in BC, this year Edmonton will be hosting therefore the team will be traveling to participate.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit) How many Burnaby residents will be involved with or benefit from the project.

The WCC is an incredible experience for minor ball hockey players and MMBHA teams have been WCC champions in the past few years. This is an opportunity for kids to improve their skills in recreational ball hockey, make new connections and build friendships in a team environment that fosters good sportsmanship. Many of these kids live in different neighborhoods across the city and are meeting each other for the first time. The roster for this years U11 team has 13 of 16 kids being residents of Burnaby.

5. Describe how the project/event/program aligns with one or more of the following (Social Sustainability Plan, Environmental Sustainability Plan, Official Community Plan):

Participation in the WCC tournament aligns with Burnaby's Social Sustainability Plan to create a community working together to realize their potential and prosper in a healthy environment. Specifically, participation in this tournament speaks to the Plan's actions for promoting healthy lifestyle practices through recreation, nutrition and connection. By participating on this team and in this tournament, these kids will be pursuing high intensity physical activity through regular practices and games to prepare for the tournament and in then in the tournament itself. Additionally, the kids will be encouraged to eat well so that they can perform well. Finally, relationships formed on this team will last long after the tournament is over.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

Our primary partner and sponsor is the MMBHA as this team represents this organization at the tournament.

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

If the amount requested is not fully granted, all families whose children are on this team will be asked to financially support the remainder of the team's costs (tournament fee) and their own travel, accommodation and meals.

A. GETTING STARTED

1. Are you? ☐ New Applicant ☒ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☐ General Grant ☒ Recreational Sport Grant
3. Amount you are requesting \$1,425.00
4. Total cost of the project/event/program etc.: \$60,000.00

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☐ Local Registered Non-Profit SocietySociety No: S-0008831Date of Incorporation: January 31, 1971☐ Registered Charity Charitable No.: _____☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☒ Sport or Recreation Organization☐ Other Specify: _____2. Group/Organization Name: BC Lacrosse Association3. Group/Organization Street Address: #101 - 7382 Winston Street, Burnaby, BC V5A 2G94. Website (if applicable): www.bclacrosse.com

5. Grant Application Main Contact Person

Name: Rochelle WintertonPhone: (604) 421-9755 Ext. 4Email: rochelle@bclacrosse.com

6. Contact person #2

Name: Gerry Van BeekPhone: (604) 328-2943Email: gerry@bclacrosse.com

7. Number of Volunteers

Confirmed: over 7,000

Expected: _____

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: Team BC Lacrosse Programs

2. Project/Event/Program Location (physical street address or event location):

U18/U15 Field Nationals - Kelowna/BC U19 Women's Field Nationals - Peterborough, ON

3. Project/Event/Program Start Date: Aug 30/19 and Aug 5/19

4. Project/Event/Program End Date: Sept 1/19 and Aug 6/19

D. PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

Team BC athletes attending national championships in the U18/U15 Field Lacrosse and U19 Women's Field Lacrosse disciplines.

2. Describe the project/event/program, and the activities.

These are national championship events seeing the highest calibre of athletes across Canada contend for the Gold.

3. Describe how the project/event/program fits into the chosen grant category.

Historically, the City of Burnaby has provided funding for athletes traveling to national championships.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit). How many Burnaby residents will be involved with or benefit from the project?

While the BC Lacrosse Association does offset a small amount of the expenses and teams do fundraise, most of the burden of financial responsibility of the expenses (i.e., equipment, accommodations, meals, ground transportation, etc.) fall onto the parents whose children are participating in these programs. This year, we anticipate the direct cost per player to be approximately \$2,800 per player, depending on the amount of fundraising that each team does. There is one Team BC U18 athlete who is a resident of Burnaby; there are five (5) Team BC Women's Field U19 athletes who are residents of Burnaby. Following are the Burnaby athletes participating in the 2019 National Championships:

Team BC - U18 Field Lacrosse - traveling to Kelowna
Thomas Vela

Team BC - U19 Women's Field Lacrosse - traveling to Peterborough
Cassie Chan
Giulianna Gaspar
Isabella Gaspar
Emily Kuhn
Ava Regan

5. Describe how the project/event/program aligns with one or more of the following ([Social Sustainability Plan](#), [Environmental Sustainability Plan](#), [Official Community Plan](#)):

Burnaby has a deep commitment to improving quality of life for all of its citizens. The City ensures that their residents have the opportunity to live, work, learn, and play. These athletes have grown up and played lacrosse in Burnaby Minor Box and Youth Field Lacrosse programs, and the Team BC Program brings together the best of the best throughout BC to compete at a National level. We have 6 Team BC athletes from Burnaby who will be competing on the national stage and feel that the Team BC program aligns with the City's objectives.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

The BC Lacrosse Association has community partners throughout the Province of BC, as we have over 40 minor box and 25 youth field lacrosse associations who are members of our organization.

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

Most of the burden of financial responsibility of the expenses (i.e., equipment, accommodations, meals, ground transportation, etc.) fall onto the parents whose children are participating in these programs. This grant will help offset the expenses incurred by the parents/guardians.

E. EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

We have already run tryout camps at the regional and provincial levels, and the final rosters have been chosen for these teams. Our target is to get these teams to the national championships. Our goal is to medal.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

The BCLA has a Team BC Committee who oversees and evaluates the 15 Team BC programs that the BCLA administers. Parents and athletes have the opportunity to provide feedback at any time through the program term.

Applicants for **Recreational Sport Grants** are not required to complete sections F, G, and H (marked by an asterisk *).

F. LONG TERM VIABILITY*

ATTENTION: The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. What are your sources of revenue? What percentage of total revenue do they each represent?

Source of Revenue	% of Total Revenue Previous Year	% of Total Revenue Current Year
Earned Revenue (All ticket sales, registration fees, memberships, etc...)		
Grants (All federal, provincial, municipal, foundation and gaming grants)		
Donations and Sponsorships (Cash)		
Donations and Sponsorships (In-kind)		
All donations (cash/in-kind) provided by the City of Burnaby		

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

GETTING STARTED

1. Are you? ☐ New Applicant ☒ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$5,000.00
4. Total cost of the project/event/program etc.: \$10,000.00

GETTING TO KNOW YOU**1. What kind of applicant are you?**☐ Local Registered Non-Profit Society

Society No: _____

Date of Incorporation: _____

☐ Registered Charity Charitable No.: _____☒ National/International Non-profit operating locallySociety No: 985946-2Date of Incorporation: 08-08-2016☐ Sport or Recreation Organization☐ Other Specify: _____**2. Group/Organization Name:** parkrun Canada**3. Group/Organization Street Address:** 9-243 East 15th Avenue, Vancouver, BC, V5T 2P8**4. Website (if applicable):** www.parkrun.ca**5. Grant Application Main Contact Person**Name: DEBBY FUPhone: [REDACTED]Email: [REDACTED]**6. Contact person #2**Name: EUAN BOWMANPhone: [REDACTED]Email: euan.bowman@parkrun.com**7. Number of Volunteers**Confirmed: 10Expected: 25

THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: Central Park parkrun - Burnaby

2. Project/Event/Program Location (physical street address or event location):

Central Park, Burnaby, B.C. V5S 3R2

3. Project/Event/Program Start Date: 27 July 2019

4. Project/Event/Program End Date: n/a Ongoing - Saturdays weekly

PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

parkrun is a weekly, free 5-kilometre run which promotes a sense of community and a healthy / active lifestyle. Relying solely on volunteers, the weekly Saturday morning event brings together runners, walkers, young or old from the local community. The goal is to get people outside, active, socialising and feel welcomed doing something together in a safe environment.

2. Describe the project/event/program, and the activities.

parkrun is a free, timed 5-kilometre running event that take place every Saturday morning at over 1,400 locations in twenty-three countries across five continents. The Central Park parkrun will be a new addition to the parkrun family, increasing the number of parkrun events across Canada from 30 to 31. Each parkrun event is run at the same location, every Saturday rain or shine and along a predetermined path. The run is timed, so participants are able to track their times online - especially those competitive types who are looking to improve their times. The Central Park parkrun hopes to attract the local and surrounding communities to the beautiful park. The park is already popular with runners, walkers, young, old and furry but these park users almost never engage with each other. parkrun aims to change this - by bringing park-users (existing and new) together through doing something together. As parkrun is a GLOBAL event, it also attracts tourists from around the world - these parkrun tourists often seek out local events/runs/routes when they're on holiday. The only other parkrun in Metro Vancouver is in Richmond. The actual run itself is straight forward - being open to the public, everyone is welcome to attend (including four-legged friends). All participants need to do is pitch up, run / walk 5km and leave straight after. The route itself is manned by volunteers without any set up of tents etc. required.

3. Describe how the project/event/program fits into the chosen grant category.

a) Burnaby-based non-profit: even though parkrun is a collection of global events, the Central Park parkrun is specific to Burnaby and will only be held at Central Park. All Canadian parkruns are non-profit - we do not, and will never, charge anyone to participate and one of the central points of parkrun globally is that it will be free forever. This means that the initial set up costs (which relate to equipment such as banners, volunteer vests, first aid kits, route signs/arrows, bar coded tokens - used for timing, website set up, insurance etc.) rely on funding from sponsorships/grants. While parkrun Canada may provide up to 50% of these initial set up costs, each individual event is required to come up with funding for the remainder as well as other ongoing costs such as purchasing additional route markers, milestone t-shirts, replacing volunteer vests, insurance renewal and maintaining the website.

b) The basis of any parkrun - a community run free event - is to create a sense of belonging, bringing together local communities while promoting an active and happy lifestyle. These fit perfectly into a number of strategic initiatives and actions plans in the Burnaby Social Sustainability Strategy.

c) The grant will defray a substantial portion of the initial setup costs to get parkrun up and going and will provide the funding for other necessary ongoing expenses. These ongoing expenses are not expected to be high, but may relate to website maintenance, insurance, replacing banners, route markers, timing tokens and equipment required for the volunteers. There is no ongoing source of revenue for these ongoing expenses and any expenses incurred by the volunteers (such as fuel etc.) are not reimbursed.

d) An application to the City for a grant for a parkrun at Deer Lake was turned down in 2017. parkrun Canada has since received an email from the City with the updated rules for the grant, encouraging us to reapply for the grant this year.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit) How many Burnaby residents will be involved with or benefit from the project.

parkrun welcomes everyone - no matter how fit/unfit, old/young - to participate. Running/walking is universal and excludes no one. Anyone is welcome to participate in parkrun and volunteers will stay until the last person completes the course. Parents with children and strollers are welcome, dog owners are welcome. The volunteers bring plenty of spirit to each event and encourage all participants regardless of if they're walking or running. For the more competitive, parkrun provides a platform where individuals can train and improve their times - they benefit from having a timed 5km planned out route for consistency.

In addition to the parkrun itself, after each parkrun, the participants are encouraged to join the event director and volunteers for a coffee at a local cafe. This further promotes bringing together the local community, making people feel welcomed, open communication/dialog and economic benefits to the local shops/restaurants. Both the run and post-run coffee are a great way to meet people in the community.

5. Describe how the project/event/program aligns with one or more of the following ([Social Sustainability Plan](#), [Environmental Sustainability Plan](#), [Official Community Plan](#)):

parkrun fits perfectly into a number of priority actions in the Burnaby Social Sustainability Strategy. In terms of the approved actions to address in Phase 1 of the Social Sustainability Strategy, the following priority actions are specifically relevant:

Priority Action #23 Health Promotion: Being a timed event where results are tracked and available online, parkrun encourages individuals to commit to a weekly 5km run/walk. parkrun provides free milestone t-shirts to recognise milestone achievements such as 50 runs, 100 runs and 200 runs. I personally have used parkrun as a personal trainer/committing myself to getting out and running at least once a week. Being at the same location on the same route makes it a no-fuss exercise. Participating in the 5km with other like-minded individuals in the community also makes it a lot more fun rather than a tedious exercise ritual. While named parkrun, participants are encouraged to run/walk the 5km at their own pace - the point is not to beat your personal best (but you're welcomed to) but rather to be outdoors for the 30 min - 1 hour at least once a week. It's not a race and participants are both young (in strollers) and old.

Priority Action #44: Promotion of Burnaby Events: Central Park parkrun, Burnaby is named as such - a Burnaby parkrun and the name of the parkrun not only promotes Burnaby but specifically the beautiful Central Park. While many know of Central Park, it is highly underrated and not many have used it or are aware of its other features and events.

Priority Action #57 Non-profit volunteer support: parkrun (globally) is free and is run based on the help of volunteers from the community. Each week, community members (often family members of runners/walkers) will volunteer to marshal the run route or to assist in timing and finish tokens. parkrun is a non-profit and the biggest "cost" element is the time provided by volunteers every Saturday morning. Volunteers are also recognised for their contribution to parkrun and are also given milestone t-shirts. Volunteering for parkrun is fun and we hope that the positive experience for these volunteers will encourage them to volunteer for other community events.

Enhancing neighbourhoods - priority action #93 Community gatherings. Central Park has received some negative press in the recent years in terms of safety. While the park is frequented during daylight, not many people seem to use the park after sunset. As parkrun is a organised event with a number of attendees, it provides a safe environment for participants which should help attract people to the park and the surrounding area itself. The parkrun community is known to have created friendships that last outside of parkruns.

Other phase 1 actions #100 Sustainable transportation planning and #104 Pedestrian environment - on the parkrun webpage, participants are encouraged to use public transport or walk to the event (rather than driving). The directions using public transport are provided on the website and the location of the parkrun (at Central Park, starting just outside the Patterson skytrain station) encourages people to use the skytrain rather than drive.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

The people in the Burnaby and surrounding cities are our stakeholders. Our stakeholders are not corporates or a specific group of people, there are no shareholders or running clubs that we promote. parkrun simply aims to bring the local community together. There have been numerous articles that have been written about the benefits of parkrun, I have included links to some of these articles which I hope you get to read to give you a sense of what parkrun is about:

<http://theconversation.com/four-reasons-to-get-involved-in-the-parkrun-movement-92196>

<https://blog.parkrun.com/ie/2018/06/14/a-great-feeling/>

<https://www.redbull.com/gb-en/positive-effects-of-parkrun>

<https://www.bbc.com/news/uk-45756572>

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

parkrun Canada is sponsored by Saucony and parkrun Global has their sponsors - the initial bare minimum equipment requirements may be covered by parkrun Canada but the additional grant funding will greatly reduce the stress of finding sponsors to cover the rest of the startup costs and to provide additional equipment.

EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

We have the ability of tracking the number of participants weekly. For example - on the Richmond Olympic website (<https://www.parkrun.ca/richmondolympic/results/eventhistory/>).

Our goal is to get as many people outdoors to the parkrun every Saturday morning and we aim to grow the weekly attendance through promoting the events on social media and through local outlets such as notice boards (libraries, coffee shops, recreational centers etc.) and local news websites or papers.

Every one person attending a parkrun each week means one more person being outdoors, being active and meeting others.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

Each participant registers on the parkrun website (free) for their individual run ID - these barcodes are scanned at each run and their times are tracked and available online on their personal pages. We evaluate the success of each parkrun by the number of attendees and our social media will have weekly features of runners achieving milestones, blog posts of individuals success stories among others.

LONG TERM VIABILITY

ATTENTION: *The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.*

1. What are your sources of revenue? What percentage of total revenue do they each represent?

<u>Source of Revenue</u>	<u>% of Total Revenue Previous Year</u>	<u>% of Total Revenue Current Year</u>
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	0	0
Grants (All federal, provincial, municipal, foundation and gaming grants)	25	45
Donations and Sponsorships (Cash)	75	55
Donations and Sponsorships (In-kind)	0	0
All donations (cash/in-kind) provided by the City of Burnaby	0	0

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

Ongoing costs are expected to be low. The grant will be used towards funding a portion of the set up costs with the remainder to be used for replacement of any equipment for the run or for volunteers.

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$5000.00
Grant - In-kind	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Permissive Tax Exemption	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lease Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rational for the increase.

Returning applicant, but no increase from the previous request.

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

Successfully launch Central Park parkrun, Burnaby

Description:

Launch date for inaugural run is set as July 27, 2019. Prior to the inaugural run, social media and other marketing formats will be used to promote the run. The aim is to have a successful first run to kick off the event.

Goal 2:

Increase awareness of parkrun Canada.

Description:

Promote parkrun across the Metro Vancouver area using word of mouth, social media and other marketing methods and to promote the benefits of parkrun in the communities - ultimately growing the number of runners each week and getting as many people excited and participating as possible

Goal 3:

Build up a volunteer base from the community.

Description:

parkrun cannot happen without the help of volunteers. While promoting the benefits of the run/walk itself, we aim to make volunteering FUN and for everyone. We hope that by volunteering for parkrun, individuals will experience the personal benefits / achievements of volunteering and assist/volunteer in other community/non-profit events across the city.

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	3	10
Volunteer hours per year	0	960
Number of voting members	1	1

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

<https://runningmagazine.ca/sections/runs-races/parkrun-phenomenon-growing-across-canada/>

<https://www.theguardian.com/sport/blog/2018/oct/01/parkrun-five-million-runners>

<https://blog.parkrun.com/uk/2018/12/10/gp-stories/>

A better, and very inspiring article, is:

<https://www.theguardian.com/commentisfree/2018/aug/29/forget-profit-love-fun-innovation-parkrun>

INSURANCE AND ACKNOWLEDGEMENT

1. Does your organization have general liability insurance? ☒ Yes ☐ No

2. If yes, what coverage?

Sports and fitness policy covering - Bodily injury liability, property damage, personal and advertising injury, medical payments, tenants legal liability.

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

Acknowledgment on the parkrun website and social media pages (Facebook, Instagram) with the approved City of Burnaby logos. Acknowledgment at each event (announced by the Event Director). We welcome the City of Burnaby to provide their banners to be put up at the starting line of the route (in Central Park) each week. These banners will be next to the parkrun banners/flags. Any other marketing materials (posters, news articles etc.) will include the City of Burnaby logo & acknowledgment.

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	parkrun Canada
For the Fiscal year:	2019
Month Fiscal Year Begins:	
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	

REVENUES	Prior Year Actual	Current Year Budget	Current Year Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1. n/a	0	0		
2.				
3.				
PROVINCIAL Government (Specify)				
1. n/a	0	0		
2.				
3				
LOCAL Government (Specify)				
1.	0			
2.				
3.				
Sponsorships (Specify)				
1.Saucony		1500	Y	3 year deal as part of national network
2.parkrun Global		800	Y	parkrun Global support parkrun Canada
3.				
Earned Revenue				
1. n/a				
2.				
3.				
Fundraising (Net Revenue)		5000		either local sponsors or grants
Individual Donations				
In Kind Sources		2700		
Investment Income				
Other sources (specify)				
1.				
2.				
3.				
Total Revenue	0	10000		

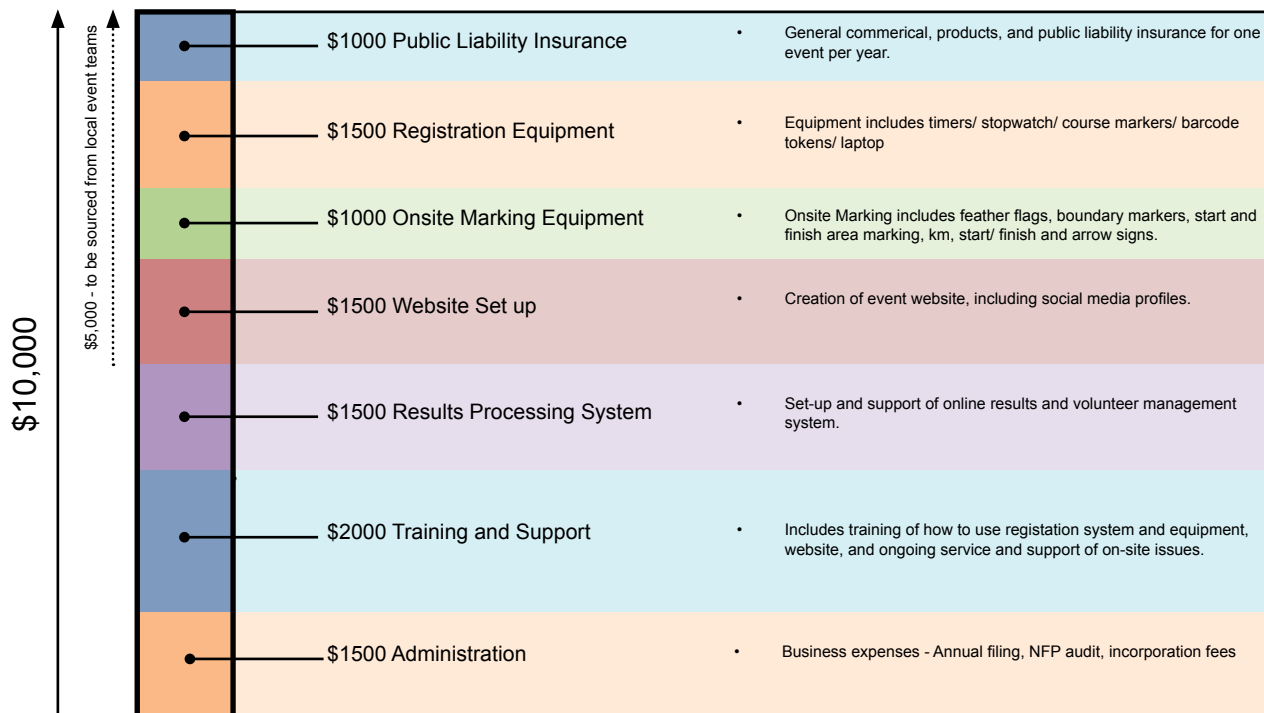
Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	0		
Office Supplies & Expenses	0	1500	Admin - annual filing, NFP audit, incorporation fees
Program & Event Supplies	0	2300	Timers, stopwatch, course markers, barcode tokens, flags, signs.
Advertising & Promotion	0	1500	Website set up
Travel & Vehicles Expenses	0	200	
Interest and Bank Charges	0		
Licences, Memberships, & Dues	0		
Occupancy Costs	0		
Professional & Consulting Fees	0		
Capital Purchases & Improvements	0		
Amortization of Capitalized Assets	0		
Donation, Grants, & Scholarship Expense as part of Charitable Activities	0		
Education and Training for Staff & Volunteers	0	2000	Ind training for registration system, equipment and support.
City Services Expenses	0		
1.			
2.			
3.			
Other Expenses	0		
1. Public Liability Insurance		1000	
2. Results processing system		1500	Set up and support of online results and volunteer management.
3.			
4.			
5.			
Total EXPENDITURES	0	10000	
Current surplus (deficit)	0	0	

parkrun Canada Event Funding Model

Total Cost to Start a parkrun Event

It costs parkrun \$10,000 to start a new event. We ask that local event teams raise half of this, \$5,000. The remaining and continuing funds are covered by parkrun Canada and are sourced from national partners and supporters.

parkrun operates as a non-for profit and all profits go back into the organisation. Funds are audited as per the “Requirements for soliciting corporations under the Canada Not-for-profit Corporations Act (NFP Act)”.



GETTING STARTED

1. Are you? ☒ New Applicant ☐ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$8,000.00
4. Total cost of the project/event/program etc.: \$40,000.00

GETTING TO KNOW YOU

1. What kind of applicant are you?

☐ Local Registered Non-Profit Society

Society No: _____

Date of Incorporation: _____

☒ Registered Charity Charitable No.: 82247 2957 RR0001☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization☐ Other Specify: _____

2. Group/Organization Name:
- Canucks Autism Network

3. Group/Organization Street Address:
- 1788 West 8th Ave, Vancouver, BC V6J 1V6

4. Website (if applicable):
- www.canucksautism.ca

5. Grant Application Main Contact Person

Name: Anna da CunhaPhone: 604-685-4049 Ext. 217Email: anna.dacunha@canucksautism.ca

6. Contact person #2

Name: Ryan YaoPhone: 604-685-4049 Ext. 212Email: ryan.yao@canucksautism.ca

7. Number of Volunteers

Confirmed: 40Expected: 100

THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: CAN Relay 4 Autism
2. Project/Event/Program Location (physical street address or event location):
Swangard Stadium - 3883 Imperial St. Burnaby, BC V5G 4H7
3. Project/Event/Program Start Date: July 20, 2019
4. Project/Event/Program End Date: July 20, 2019

PURPOSE OR BENEFIT

1. Describe the purpose or goal of the project/event/program.

The first-ever CAN Relay 4 Autism invites families, supporters and the general public to run, walk or wheel around the Swangard Stadium track in support of Canucks Autism Network (CAN).

The event will be 80s themed and is the newest iteration of CAN's annual outdoor celebrations. These have included the CAN Family Festival (2012-2017) in Vancouver & CAN Birthday Festival (2018) in Surrey, which have attracted upwards of 4,000 guests on an annual basis.

The goals of this event are to:

- 1) increase autism awareness and acceptance among the general public,
- 2) promote CAN programs (to individuals and families with autism) and training (to community organizations, groups and service providers),
- 3) celebrate healthy living, physical activity and community engagement, and
- 4) raise vital funding for CAN programs and training in Burnaby and across BC.

2. Describe the project/event/program, and the activities.

The CAN Relay 4 Autism is a free, public and family-friendly outdoor event.

CAN families, supporters and the general public have been invited to run, walk or wheel around the track. Participants are encouraged to commit to a number of laps and ask friends, family and coworkers to support their relay campaign by donating to CAN.

In addition to the relay on the track, a number of festival elements have been added for relay participants and event attendees to enjoy. These will include bouncy castles, inflatables, carnival games, lawn games, food trucks & a vendor marketplace.

As the event is 80s themed, we will also be conducting a costume contest. Attendees will be asked to dress up in retro attire or whatever fun costume they may have (ie. superhero costumes, tutus, etc).

3. Describe how the project/event/program fits into the chosen grant category.

The CAN Relay 4 Autism meets the General Grants requirements as follows:

- i) The event will take place at Swangard Stadium, attracting predominantly Burnaby residents. Aside from the event, CAN delivers four weekly sports & rec programs in two different City of Burnaby locations (Edmonds & Cameron Rec Centres). We have also offered two youth & young adult events at Microsoft Metrotown and a "Try It Day" with Canoe Kayak BC at Burnaby Lake.
- ii) We are planning this event on an already-approved budget with funding from a variety of established sources (view Revenue Sources at canucksautism.ca/annualreport (p. 17)). Additional funding would allow us to increase the quality and quantity of activities/attractions available.
- iii) CAN has not received an Executive Committee of Council grant from the City of Burnaby this past year.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit) How many Burnaby residents will be involved with or benefit from the project.

The CAN Relay 4 Autism is free to attend, making the event accessible to all Burnaby residents, including CAN families, supporters and general public. We typically receive upwards of 4,000 guests at each of our annual summer celebrations.

The event provides a summer opportunity to get active, have fun and engage with their community. Beyond that, guests can learn about CAN training (for sports and rec organizations, first responders, educators, business and community spaces), CAN programs (for individuals and families living with autism). They can also learn about opportunities to support and engage with our organization's activities in Burnaby by volunteering or donating.

The event will also provide financial support to our ongoing programs and training. In Burnaby, CAN delivers four weekly sports & rec programs (Active, Multisport, Swim & Gymnastics) in three locations (Eileen Daily, Edmonds & Cameron Rec Centres). As part of our partnership with the City of Burnaby, we have provided autism training to Parks & Rec staff. We have also offered two youth & young adult events at Microsoft Metrotown and a "Try It Day" with Canoe Kayak BC at Burnaby Lake in the past year.

All of the above will allow us to increase opportunities for individuals and families living with autism, while increasing autism awareness and acceptance among the general public, helping to foster a more inclusive community in Burnaby and beyond.

5. Describe how the project/event/program aligns with one or more of the following (Social Sustainability Plan, Environmental Sustainability Plan, Official Community Plan):

The CAN Relay 4 Autism and Canucks Autism Network (CAN) as a whole are both deeply in alignment with the City of Burnaby's Social Sustainability Plan.

STRATEGIC PRIORITY 1: MEETING BASIC NEEDS

- The event is free, eliminating any financial barriers to participation.
- The event promotes healthy living through physical activity.

STRATEGIC PRIORITY 2: CELEBRATING DIVERSITY AND CULTURE

- The event is an opportunity for individuals and families living with autism and the general public to come together and celebrate autism awareness and acceptance.
- CAN's overall vision is for every individual with autism to be understood, accepted and supported in all community spaces.
- Among CAN's core values is accessibility and a commitment to a barrier-free, inclusive environment.

STRATEGIC PRIORITY 3: GETTING INVOLVED

- The event will allow existing CAN volunteers in Burnaby the opportunity to donate their time at this event, while potentially attracting future volunteers for civic engagement as well.
- The event will raise exposure of the CAN's fundraising needs, potentially attracting additional donors from the community.
- The event will promote CAN training across sectors, facilitating business participation in our cause.

STRATEGIC PRIORITY 4: LEARNING FOR LIFE

- The event will raise funding for CAN to deliver programs, including opportunities for youth and young adults with autism to learn mental/physical health, pre-employment and life skills. These programs will ensure that this at-risk population will be engaged with their community for life.
- The event will raise funding for CAN autism training, which gives sports and rec staff/volunteers, first responders, businesses and community spaces opportunities to learn about inclusion and accessibility.

STRATEGIC PRIORITY 5: ENHANCING NEIGHBOURHOODS

- This event will bring individuals of all walks of life together at an iconic Burnaby location for a public celebration of inclusion and accessibility.

STRATEGIC PRIORITY 6: GETTING AROUND

- This event is transit accessible
- Thanks to City of Burnaby, Swangard Stadium is fully wheelchair accessible and equipped with parking, viewing and washrooms for people with disabilities. We will also be adding our own sensory accessibility initiatives, including the CAN Sensory Friendly Space and noise-cancelling headphones available on loan.

STRATEGIC PRIORITY 7: PROTECTING OUR COMMUNITY

-We have Commissionaires confirmed as our security and first aid presence
 -As with all major CAN events, we have emergency procedures in place that all lead event staff will be thoroughly briefed on.

Like the Social Sustainability Strategy, CAN and the CAN Relay 4 Autism will promote the community to work together to meet their needs, realize their potential, and prosper in a healthy environment.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

We are proud to advise that our community partners include G&F Financial, Burnaby Fire, BCEHS, Police, Science World and YVR.

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

If the amount requested from the City of Burnaby is not fully granted the CAN Relay 4 Autism will still take place, but the quantity and quality of activities and attractions available will not have reached its full potential.

EVENT OUTCOMES

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

We expect to welcome between 2,000-4,000 event attendees and raise \$70,000.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

We will conduct a survey to all registered participants (ie. signed up for the relay portion), vendors and exhibitors to assess their satisfaction and receive feedback about the event.

LONG TERM VIABILITY

ATTENTION: The grant program is intended to support new organizations and encourage organizational self-sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. What are your sources of revenue? What percentage of total revenue do they each represent?

<u>Source of Revenue</u>	<u>% of Total Revenue Previous Year</u>	<u>% of Total Revenue Current Year</u>
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	6	6
Grants (All federal, provincial, municipal, foundation and gaming grants)	50	44
Donations and Sponsorships (Cash)	35	40
Donations and Sponsorships (In-kind)	9	10
All donations (cash/in-kind) provided by the City of Burnaby	0	0

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

Currently CAN is working on securing more sponsors and encouraging individuals and businesses to donate to the CAN Relay 4 Autism through incentive prizes and contests.

Currently, our major sources of revenue are from signature events and longtime 'major gifts' donors. Overall as an organization, we are working to diversify and create new revenue streams to ensure continued stability. These include increased cause marketing partners, increased third party fundraisers and introducing new ways for individual donors to raise funds (ie. our birthday program, in which donors are encouraged to ask friends/family for donations to CAN instead of birthday gifts). We are also exploring how we can increase the number of individual donors who will contribute on a regular basis.

You can view our revenue streams at canucksautism.ca/annualreport (p. 17).

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash					
Grant - In-kind					
Permissive Tax Exemption					
Lease Grant					
Other					

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rationale for the increase.

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

Continue to provide social, recreational programs and services to communities across BC

Description:

Provide core programming for children and youth - as well as growing needs of youth and young adult

Goal 2:

Engage and create community capacity through training initiatives.

Description:

Delivering training workshops to sport, recreation, first responders and schools to be able to support individuals with autism in their community program.

Goal 3:

Build sustainable funding to support ongoing operation.

Description:

Ensure that no one revenue source accounts for more than 25% of budget as well as engage more communities, individual, and business in supporting CAN.

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	662	650
Volunteer hours per year	1,655	1,625
Number of voting members	26	26

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

Among CAN's core values is accessibility. We are committed to a barrier-free & inclusive environment.

This past year, we created a new full-time role at CAN -- a Diversity and Inclusion Coordinator to spearhead inclusive hiring organization-wide.

Similarly, we created the Diversity & Inclusion Committee to increase accessibility across the organization -- online, at events, in programs and in our office. Since forming the committee, we have implemented a number of recommendations from viaSport's LGBTQ2IS guidelines and have taken steps to improve accessibility in digital communications.

In November 2018, CAN was honoured as one of three non-profit/social enterprise finalists at the UnTapped: BC Workplace Inclusion Awards.

INSURANCE AND ACKNOWLEDGEMENT

1. Does your organization have general liability insurance? ☒ Yes ☐ No

2. If yes, what coverage?

Canucks Autism Network has Commercial General Liability at a \$5,000,000 for each occurrence. This coverage is for general, personal injury, products-Comp, tenants legal liability and more.

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

Canucks Autism Network plans to acknowledge the contribution from the City of Burnaby but way of social media post, day of event we will publicly acknowledge the City of Burnaby and post event thank you on our website.

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Canucks Autism Network
For the Fiscal year:	2018/2019
Month Fiscal Year Begins:	September
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	

REVENUES	Prior Year Actual	Current Year Budget	Current Year Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1.	0	0	N	Not expecting funds from the Fed Gov
2.				
3.				
PROVINCIAL Government (Specify)				
1.	0	0	N	Not expecting funds from Prov Gov
2.				
3.				
LOCAL Government (Specify)				
1.	0	0	N	Not expecting funds from Local Gov
2.				
3.				
Sponsorships (Specify)				
1. Coast Capital	2500	0	N	
2. City of Surrey	10000	0	N	Event not taking place in Surrey
3. YVR International Airport	7000	7000	Y	Secured for this year
Earned Revenue				
1. CAN Merchandise Sales	5713	4000		
2. Raffle		2000		
3.				
Fundraising (Net Revenue)	32000	20000		
Individual Donations	92000	70000		single participant raise \$75K - focus other eve
In Kind Sources		18000		
Investment Income				
Other sources (specify)				
1. Next Environmental		2000		Sponsorship
2. Burnaby Fire Department		2000		Sponsorship
3. G&F Financial		5000		Sponsorship
Total Revenue	149213	130000		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	6000	4000	
Office Supplies & Expenses			
Program & Event Supplies	21000	20000	AV, Courier Charges, Inflatables for Kids Play Area
Advertising & Promotion	3120	3000	includes printing, marketing and advertising
Travel & Vehicles Expenses			
Interest and Bank Charges			
Licences, Memberships, & Dues			
Occupancy Costs			
Professional & Consulting Fees			
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers			
City Services Expenses			
1. City Atrium/Hall	2200	1000	
2. Fencing	5319	0	
3. Generators	1590	0	
Other Expenses			
1. Entertainment	10600	4000	Live Music, Bob and Lolo, Capoeira for 2018 event
2. Event Swag/Giveaways	7899	6000	
3. Recognition	2000	2000	
4.			
5.			
Total EXPENDITURES	59728	40000	
Current surplus (deficit)	89485	90000	