



Financial Management Committee
c/o Office of the City Clerk

D. Back, City Clerk
K. O'Connell, Deputy City Clerk

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
SUSTAINABLE CITY ADVISORY
COMMITTEE

DATE: 2018 JANUARY 23

FROM: ADMINISTRATIVE OFFICER

FILE: 2410-20

**SUBJECT: GRANT APPLICATION #18.05.
SFU SUSTAINABLE DEVELOPMENT CLUB – SUSTAINABLE
COMMUNITIES CONFERENCE**
(ITEM 5(D), FMC REPORT, COUNCIL 2018 JANUARY 22)

Burnaby City Council, at the Open Council meeting held on 2018 January 22, received a report from the Financial Management Committee regarding grant applications.

One of the grant applications was received from the SFU Sustainable Development Club seeking a grant in support of the Sustainable Communities Conference to be held on 2018 January 27 at the Diamond Family Auditorium. The Conference connects youth with BC's sustainable development community to share knowledge and develop tools among seasoned and emerging leaders. Council awarded the SFU Sustainable Development Club with a grant in the amount of \$550.

A copy of the grant application (attached) is being forwarded to the Sustainable City Advisory Committee for information.

A handwritten signature in black ink, appearing to read "Blanka Zeinabova".

Blanka Zeinabova
Administrative Officer

Leslie Mwandawiro
Sustainable Development Club
6503 Dunnedin Street
Burnaby, BC, V5B 1Y7
lmwandaw@gmail.com

1/9/2018

The Office of the City Clerk
Financial Management Committee
Burnaby City Council
4949 Canada Way
Burnaby, BC V4G 1M2

Dear Financial Management Committee:

Simon Fraser University (SFU) Sustainable Development club is a student-led organization that engages the SFU community in dialogue around sustainable development. Our aim is to bring about actionable change in three key areas: society, environment and business. This year our objective is to address all three. The Sustainable Communities Conference ties these themes together by showcasing achievements made from various sectors in society. We are excited to have a variety of speakers ranging from Burnaby mayor Derek Corrigan to SFU's own Milad Parpouchi. We hope to spur actionable initiatives through interactive workshops and lectures, which will be attended by Simon Fraser University students and senior high school students. This is a formal application for a grant in the amount of \$550 dollars.

If granted, our request for \$550 dollars will be applied towards the venue and audio/visual costs. Kindly refer to our event budget information provided in the attached file*. We have secured sponsorship from a variety of donors, however ticket sales still drives the majority of our expected revenue. If we do not sell out the venue, then our expected revenue will decrease, offsetting the costs we face. These funds would provide a safety buffer for minimum amount of ticket sales required. These funds would be used within one week of the end of the conference, by February 3rd. Thank you for your time and considerations. If you have any questions please do not hesitate to contact us at sdg-info@sfu.ca.

Sincerely,

**provided under separate cover*

Leslie Mwandawiro
Sponsorship Director



Event duration: 9:30am–3:15pm

#18.05.

THE CONCEPT

Young adults are confronted by many difficulties produced by a complex society, such as economic instability, finding reliable and environmentally sustainable food sources, and overcoming challenges to our democratic system. As current and future members of the workforce, they will be forced to find solutions for the world to develop sustainably. Sustainable development represents an ideal in which civil growth, social equity and a thriving environment all play a part in creating a world where our community can flourish.

To protect our future, youth must have the tools to assess their community's challenges and be empowered to launch solutions. They must understand the importance of organizations, institutions, and grassroots initiatives and how, together, they can collaborate in order to achieve sustainable development.

The Sustainable Communities Conference connects youth with BC's sustainable development community in order to share knowledge and tools between seasoned and emerging leaders. In BC, over 2,500 civil society organizations, including research institutes, corporations, trusts, and non-governmental organizations are working to pursue the Sustainable Development Goals (SDGs). The United Nations Development Programme (2017) describes the SDGs collectively as a "universal call to action to end poverty, protect the planet and ensure that all people enjoy peace and prosperity." Communities in BC have demonstrated that local projects can create local impact, which supports global goals.

Through speeches and dialogue, attendees have the chance to learn from social changemakers - community members who have a "deep-rooted sense of empathy for others, identify a specific problem or opportunity to tackle, and give themselves permission to do something about it from industry, academia, and civic society." (Ashoka, 2016) By learning how changemakers address the SDGs, youth can develop tools to implement their own projects, understand key stakeholders, and become leaders in sustainable development in their communities.

The conference will explore:

- **Local Sustainable Development in a Global Context**
 - What is the current discourse on sustainable development, at the local, regional, national and international levels?
 - What are the UN Sustainable Development Goals, and how do local projects use them to address local challenges?
- **Creating Global Impact through Local Projects**
 - How do the various sectors (i.e. academia, business, government, etc.) fit into a sustainable future? What are some local approaches and initiatives?
- **Intergenerational Collaboration**
 - How can youth champion the SDGs and work alongside older generations in pursuit of a peaceful future?

The NGO Exhibition will:

- Allow NGOs – non-profits, social entrepreneurs, academics, and the like – to showcase their projects/organizations
 - Representatives from each organization will present to event attendees their displays, which will include information about the organization and its initiatives
- Allow students to explore their own sustainable development interest area and gain a greater understanding of sustainability in relation to the broader local community
- Provide a space for event attendees to connect with local sustainability initiatives, and for local organizations to reach out to engaged youth in our community
- Provide an opportunity for event attendees, speakers, and organizations to mingle and have one-on-one conversations about sustainable development

EVENT FORMAT

Program Item	Time slot
Welcome & Introduction	9:30 AM - 9:55 AM
Keynote Address	10:00 AM - 10:20 AM
Panel Discussion	10:25 AM - 11:05 AM
Lunch & NGO Exhibition (90 minutes)	11:10 AM - 12:40 PM
Dignitary Speech	12:45 PM - 1:00 PM
Breakout Workshops	1:05 PM - 2:15 PM
Conclusion and Q&A	2:20 PM - 3:15 PM

Budget as of Jan 1, 2017			
Expenses			
Description	Cost	Quantity	Total
Events - General			
Venue	250	1	250
Food - Baked Pasta Buffet	16.49	90	1484.1
Honoraria/Speaker Gifts			0
Parking	6.2	20	124
Wifi Access	90	1	90
Cleaning	50	1	50
Events - A/V			
Audio-Visual Support	180	1	180
Flip-chart pads	12	2	24
Microphones - Clip-on	13	5	65
Microphone - Hand Held	13	1	13
Marketing			
Miscellaneous Promotional Materials	75	1	75
Facebook Ads	30	3	90
Printouts	50	1	50
laser print or copy 8.5 x 11 - full colour	0.25	75	18.75
Lanyards	2	150	300
TOTAL COSTS			2813.85
Revenue			
Ticket Sales (Not including volunteers and Planning Team)	15	110	1650
SFSS Club Funding			400
Sponsorships			
Faculty of Health Science			250
Faculty of Environment			250
SFU International			200
TOTAL REVENUE			2750
REVENUE - COSTS			-63.85