

## COMMUNITY GRANT APPLICATION

### SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME Central parkrun Burnaby, parkrun Canada		
2. ORGANIZATION STREET ADDRESS 9-243 East 15th Avenue, Vancouver, BC, V5T 2P8		
3. WEBSITE (IF APPLICABLE) www.parkrun.ca		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Debby Fu	PHONE (604) 618-6357	EMAIL centralburnaby@parkrun.com
5. ALTERNATIVE CONTACT PERSON		
NAME Euan Bowman	PHONE (604) 889-6553	EMAIL euan.bowman@parkrun.com

6. APPLICANT TYPE		
<input type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO	DATE OF INCORPORATION
<input type="radio"/> REGISTERED CHARITY	CHARITABLE NO	
<input checked="" type="radio"/> NATIONAL/INTERNATIONAL NON-PROFIT OPERATING LOCALLY	SOCIETY NO 985946-2	DATE OF INCORPORATION 2016-08-08
<input type="radio"/> SPORT OR RECREATION ORGANIZATION		
<input type="radio"/> OTHER	SPECIFY	

### SECTION B: GRANT INFORMATION

1. ARE YOU? <input type="radio"/> New Applicant <input checked="" type="radio"/> Returning Applicant	
2. SELECT THE KIND OF COMMUNITY GRANT YOU ARE APPLYING FOR: <input type="radio"/> General Grant (Operating) <input type="radio"/> General Grant (Programming) <input type="radio"/> Recreational Sport Grant <input checked="" type="radio"/> Fee Waiver	
3. AMOUNT YOU ARE REQUESTING: \$ 500.00 <input type="checkbox"/> In-Kind (check if applicable)	
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC. \$500	
5. 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.	

6. IF YOU ARE APPLYING FOR A GENERAL OPERATING GRANT, DESCRIBE HOW THIS GRANT WILL BE USED TO OFFSET COSTS INCURRED TO OPERATE THE ORGANIZATION. PLEASE DETAIL THE NATURE OF OPERATING EXPENSES (SALARY, LEASE, UTILITIES, ETC.) AND SPECIFY THE TIME PERIOD DURING WHICH THE GRANT WILL BE USED.

We have been working with the City of Burnaby Parks Administration Office since 2018, with "Central parkrun, Burnaby" officially launching in July of 2019. These weekly Saturday events are held with the permission from the City's Parks department, in the form of a contract which has an allotment fee attached to it. In 2019, we applied for and received a community grant from the City to offset this allotment fee for the 2019/2020 season. After almost 18 months hiatus due to COVID, we are looking to restart our weekly runs at Central Park, having now received permission from the City. The fee waiver request is to offset the allotment fee for the next 12 months (2021/2022 season).

7. IF APPLYING FOR AN **OPERATING GRANT**: DESCRIBE HOW THE ORGANIZATION BENEFITS RESIDENTS OF BURNABY AND APPROXIMATELY HOW MANY BURNABY RESIDENTS BENEFIT FROM THE ORGANIZATIONS INITIATIVES ON AN ANNUAL BASIS?

IF APPLYING FOR A **PROGRAM GRANT**: 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 PROGRAM?"

Applicants for **General Operating Grants** are not required to complete sections **C, D, and E** (marked with an asterisk \*)

## SECTION C: THE PROJECT/EVENT/PROGRAM\*

1. NAME OF THE PROJECT/EVENT/PROGRAM Central parkrun, Burnaby	
2. PROJECT/EVENT/PROGRAM LOCATION (PHYSICAL STREET ADDRESS OR EVENT LOCATION) Central Park, Burnaby, BC V5S 3R2	
3. PROJECT/EVENT/PROGRAM START DATE 2021-09-11	4. PROJECT/EVENT/PROGRAM END DATE

## SECTION D: PURPOSE OF 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 5km run/walk event that take place every Saturday morning at over 2,000 locations in 22 countries across five continents. The Central parkrun is one of 44 parkrun events across Canada. 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 parkrun attracts local and surrounding communities across Metro Vancouver 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 to Burnaby.

3. DESCRIBE HOW THE PROJECT/EVENT/PROGRAM ALIGNS WITH ONE OR MORE OF THE FOLLOWING ([OFFICIAL COMMUNITY PLAN](#), [SOCIAL SUSTAINABILITY STRATEGY](#), [ECONOMIC DEVELOPMENT STRATEGY](#), [ENVIRONMENTAL SUSTAINABILITY STRATEGY](#)):

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 milestone t-shirts to recognise milestone achievements such as 50 runs, and 100 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.

4. 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.

5. 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?

While parkrun Canada is sponsored by Saucony, parkrun Global is looking to reduce the reliance on corporate sponsorship by streamlining events. The initial bare minimum equipment requirements may be covered by parkrun Canada but additional expenses such as the allotment fees are not covered. The proposed fee waiver / general grant funding will greatly reduce the stress of keeping parkrun at Central Park going.

## SECTION 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 the ability of tracking the number of participants weekly online. <https://www.parkrun.ca/centralburnaby/results/latestresults/>

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.

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.

Applicants for **Recreational Sport Grants** are not required to complete sections **F**, and **H** (marked by two asterisks \*\*).

## SECTION 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...)	0		0		
GRANTS (ALL FEDERAL, PROVINCIAL, MUNICIPAL, FOUNDATION AND GAMING GRANTS)	0		0		
DONATIONS AND SPONSORSHIPS (CASH)	0		0		
DONATIONS AND SPONSORSHIPS (IN-KIND)	100		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 offsetting the allotment fee from the City of Burnaby Parks department for the 2021/2022 season.					
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	\$ 500.00
GRANT - IN-KIND	\$ 0.00	\$500.00	\$ 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. DESCRIBE THE TOP 3 GOALS FOR THE ORGANIZATION IN THE CURRENT YEAR.					
GOAL 1					
Successfully relaunch Central parkrun, Burnaby post the COVID hiatus.					
DESCRIPTION					
The targeted relaunch date is the later of September 11, 2021 or two weeks after confirmation of receipt of fee waiver/grant.					
We note that we will not be able to relaunch if we cannot waive the allotment fee, as parkrun Canada does not receive any funding for this specific expense. Once we have confirmation that the fee is waived and this has been confirmed with the City of Burnaby Parks department, the contract/permit will be updated with a restart date which is still subject to approval by parkrun Global.					

## 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. We have already had students complete their community service requirements while volunteering at parkrun!

## 5. PLEASE COMPLETE THE FOLLOWING

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	55	0
VOLUNTEER HOURS PER YEAR	520	0
NUMBER OF VOTING MEMBERS	0	0

6. 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.

<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>

**SECTION G: 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. IF AWARDED A GRANT, HOW WILL YOUR ORGANIZATION ACKNOWLEDGE THE CONTRIBUTION FROM THE CITY OF BURNABY?

Acknowledgment on the parkrun 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.

## SECTION H: OPERATING BUDGET FOR ORGANIZATION or PROJECT/EVENT/PROGRAM\*\*

1. PLEASE IDENTIFY IF YOU ARE PROVIDING INFORMATION FOR THE ENTIRE ORGANIZATION OR A SPECIFIC PROJECT/EVENT/PROGRAM <input type="radio"/> Organization <input checked="" type="radio"/> Project/Event/Program
2. FOR THE FISCAL YEAR 2021/2022
3. MONTH FISCAL YEAR BEGINS

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				
2				
3				
PROVINCIAL GOVERNMENT (SPECIFY)				
1 n/a				
2				
3				
LOCAL GOVERNMENT (SPECIFY)				
1 City of Burnaby	0	500	N	Fee waiver/general grant
2				
3				
SPONSORSHIP (SPECIFY)				
1				
2				
3				
EARNED REVENUE				
1				
2				
3				
FUNDRAISING (NET REVENUE)				
INDIVIDUAL DONATIONS				
IN-KIND SOURCES				
INVESTMENT INCOME				
OTHER SOURCES (SPECIFY)				
1				
2				
3				
<b>TOTAL REVENUE</b>	<b>0</b>	<b>500</b>		

EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE	0	0	
OFFICE SUPPLIES & EXPENSES	0	0	
PROGRAM & EVENT SUPPLIES	0	0	
ADVERTISING & PROMOTION	0	0	
TRAVEL & VEHICLES EXPENSES	0	0	
INTEREST AND BANK CHARGES	0	0	
LICENCES, MEMBERSHIPS, & DUES	0	0	
OCCUPANCY COSTS	0	0	
PROFESSIONAL & CONSULTING FEES	0	0	
CAPITAL PURCHASES & IMPROVEMENTS	0	0	
AMORTIZATION OF CAPITALIZED ASSETS	0	0	
DONATION, GRANTS, & SCHOLARSHIP EXPENSE AS PART OF CHARITABLE ACTIVITIES	0	0	
EDUCATION AND TRAINING FOR STAFF & VOLUNTEERS	0	0	
CITY SERVICES EXPENSES (SPECIFY)	0	0	
1			
2			
3			
OTHER EXPENSES (SPECIFY)			
1 Public liability insurance		0	
2 Results processing system		0	
3 City of Burnaby Parks allotment fees		500	
4			
5			
<b>TOTAL EXPENDITURES</b>	0	500	
<b>CURRENT SURPLUS (DEFICIT)</b>	0	0	