

CORPORATE REPORT

NO: Foo2

COUNCIL DATE: January 30, 2023

FINANCE COMMITTEE

TO: Mayor & Council

DATE: January 25, 2023

FROM: General Manager, Finance

FILE: 1850-20

SUBJECT: City Grants for 2023

RECOMMENDATION

It is recommended that the Finance Committee recommend that Council:

1. Approve the proposed 2023 City Grants as recommended by the Grants Evaluation Committee and as documented in Appendices "I", "II", and "III" attached to this report, pending Council approval of the forthcoming 2023-2027 General Operating Financial Plan; and
2. Receive for information, a list of Council approved long-term lease in-kind arrangements between the City and non-profit organizations, as included in Appendix "IV" of this report.

BACKGROUND

Each year, Council provides support to local non-profit and community-based organizations through the City Grants Program. These include on-going grants in the categories of Leases and Property Taxes, Business and Tourism Grants, Crime Prevention Grants, Community Grants, and One-time Grants. Additionally, Council also approves long-term in-kind leases to support non-profit organizations' initiatives in Surrey. A listing of all such Council approved long-term in-kind lease arrangements has been included as Appendix "IV" of this report.

The City Grants Program is advertised on the City's website and social media channels to notify the public about the application deadline. Interested parties are invited to apply for grants within certain parameters. A cross-departmental team reviews the applications for each program and makes recommendations to Council. Each request is evaluated using the Policy on Municipal Grants and the Guidelines for Grant Priorities, which is attached as Appendix "V". Appendix "VI" provides a listing of approved 2022 grants, a brief description of the purpose of the grants and the amount of each approved grant.

On-going Annual Leases and Property Taxes

The on-going annual leases component of the City Grants Program refers to City-owned land and/or space that is being used by not-for-profit organizations and for which the lease payments are forgiven annually. The non-profit organizations are required to apply annually for such grants in-lieu of rent.

An allocation for property taxes is included in the City Grants Program for not-for profit organizations that would have qualified for a Permissive Property Tax Exemption but did not meet the deadline for such exemptions. Grants that are provided from this allocation are restricted to the municipal portion of the not-for-profit organization's property taxes. The non-profit organizations are required to apply annually for such grants in-lieu of property taxes.

On-going Business & Tourism

The Business & Tourism component of the City Grants Program includes the Cloverdale District Chamber of Commerce, South Surrey Chamber of Commerce, and Surrey Tourism and Convention Association. The two Chambers of Commerce play an important role in encouraging businesses to locate in Surrey and this grant supports their ongoing success. The Surrey Tourism and Convention Association is the City's designated destination marketing organization, with a mandate to market and promote the entire City through marketing initiatives and programs.

On-going Crime Prevention

The Crime Prevention component of the City Grants Program supports the City's Crime Reduction Strategy and includes, Surrey Crime Prevention Society ("SCPS"), Crime Stoppers, and the Lookout Emergency Aid Society ("Lookout").

SCPS is a committed partner in the enhancement of community safety in the City of Surrey. SCPS's dedicated and trained volunteers contribute their time to support the following programs in the City of Surrey: Community Safety tours, Community Enhancement Program, Citizen's Community Safety Watch, Community Safety Mentorship Program and Traffic Safety. Over time, SCPS has increased its programs and supported many projects in partnership with the City of Surrey, Surrey RCMP and Surrey Fire Service. In 2022, Council approved an increase of \$40,000 on an on-going basis to SCPS to support the various programs offered throughout the City. As per the 2023 grant application, SCPS is requesting the City to consider an additional increase of \$30,000 to their on-going grant to offset the increase in staffing and programming costs. The annual on-going grant provided to SCPS will increase to \$330,000, pending Council approval of the request for additional funding, as included in Appendix "I".

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

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

On-going Community

Cloverdale Curling Club

The Cloverdale Curling Club (the “Club”) provides recreational and social opportunities for Surrey residents through learn to curl programs, leagues, and other community events. The Club also provides curling opportunities for several hundred elementary and secondary students each year, as well as seniors. Under the existing operating agreement (2021-2025), the City will provide an annual base payment of \$70,358 per year plus consumer price index (“CPI”) annual increase to a maximum of 2% to the Club.

Community Enhancement Partnership Program Grants

The Community Enhancement Partnership (“CEP”) Program supports community engagement and beautification projects. The CEP Program has an on-going intake through an open application process. The CEP provides grants to residents and organizations under two separate categories: Small Project Grants, with a maximum allocation of \$3,000, and Activity and Celebration Grants, with a maximum allocation of \$1,000. Any unallocated funding from this grant program can be carried forward for future years.

Community Events Policing Grants

The Community Events Policing Grant Program reduces the burden of policing costs borne by community groups for events, parades, and festivals with free admission for the general public. This Grant program has an on-going intake through the City’s Festival & Event Support Team application process. Any unallocated funding from this grant program can be carried forward for future years.

Sport Tourism Grants

The City accepts applications for Sport Tourism grants on an ongoing basis. The Sport Tourism Grant Program is designed to support community groups and aid with covering facility rental and marketing costs associated with sporting events. Any unallocated funding from this grant program can be carried forward for future years.

Arts Council of Surrey

The purpose of the Arts Council of Surrey is to promote and foster arts and cultural services in Surrey. Over time, the Arts Council has initiated, developed, and sponsored groups that have become self-sustainable.

Volunteer Cancer Drivers Society

Volunteer Cancer Drivers Society (the “Society”) organizes a volunteer driver program for cancer patients in the Metro Vancouver area that transports cancer patients for treatment, diagnosis, and follow-up care each month.

Honey Hooser Scholarship

The City has established the Honey Hooser Scholarship to be awarded each year to a graduating post secondary arts student, a student with an interest in arts and crafts graduating from a secondary school in Surrey, or a disabled person with an interest in arts and crafts. The interest

may be broad and include the study of the visual, graphic, or performing arts, or the development of the tools to facilitate these arts. The purpose of this scholarship is to benefit the community by encouraging persons having an interest in arts and crafts, to pursue studies in these areas. The City also provides an annual grant to the Peace Arch Weavers & Spinners Guild, an organization promoting the art of weaving and spinning.

Special Recognition and Dry Grads

The budget for the City Grants Program includes an allocation to a Special Recognition Fund. This is intended to be used to recognize individuals or groups who achieve extraordinary accomplishments as determined by City Council. In this regard, individuals and groups/teams occasionally request financial assistance when they qualify for or are invited to attend a competition at a higher level such a provincial, national, or world championship event. The budget also includes an allocation in support of Dry Grad celebrations at Surrey Secondary schools.

One-Time Grants

The One-time Grants Program is designed to support all other local non-profit groups or organizations. Any unallocated funding from this grant can be carried forward for future years. Appendix "II" contains a listing of all proposed one-time grant applications for 2023. Appendix "III" contains a listing of all one-time grant requests not recommended by the Grants Evaluation Committee.

Council Approved Lease-In-Kind

Appendix "IV" includes a list of City owned land and/or space leased to non-profit organizations on a long-term basis. The list includes the names of the non-profit organizations, the annual market value of the in-kind leases and the addresses of the properties leased to them. Over the years, Council has approved long-term in-kind lease arrangements for these properties. As such, Council approval on an annual basis is not required.

DISCUSSION

The City Grants Program was advertised on the City's website and social media channels to notify the public about the application deadline. Interested parties were invited to apply for grants within certain parameters.

Grants Evaluation Process

The yearly submission deadline for City Grants applications is September 30th. Staff received 66 grant requests for 2023, which have been aggregated into the following categories:

- On-going Leases and Property Taxes;
- On-going Business & Tourism;
- On-going Crime Prevention;
- On-going Community; and
- One-time Grants.

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

Organizations that apply for funding under the City Grants Program, most often propose valuable and worthwhile projects; however, funding cannot always be allocated as requested because either the project does not meet the criteria of the Grants Policy, or the scope of the project exceeds the funding capabilities of the Grants Budget. In such circumstances, Council has the option to consider alternative funding sources such as the Council Initiatives Fund (“CIF”), if such requests meet the criteria for the CIF.

SUSTAINABILITY CONSIDERATIONS

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

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

CONCLUSION

Based on the above discussion, it is recommended the Finance Committee recommend that Council approve the 2023 City Grants as recommended by the Grants Evaluation Committee and as documented in Appendices “I”, “II” and “III” attached to this report, pending Council approval of the forthcoming 2023-2027 General Operating Financial Plan.



Kam Grewal, CPA, CMA
General Manager, Finance

Appendix “I”:	2023 Proposed City Grants (On-going)
Appendix “II”:	2023 Proposed City Grants (One-time)
Appendix “III”:	2023 Proposed City Grants (Not Recommended)
Appendix “IV”:	Council approved Lease In-Kind
Appendix “V”:	Policy on City Grants
Appendix “VI”	2022 Approved City Grants



**2023 FINANCIAL PLAN
PROPOSED CITY GRANTS**

Non-profit Organization	Description	2023 Proposed Amounts	Comments, Actions or Recommendations
1. Fraser Valley Heritage Railway Society	2023 Lease-in-kind	112,000	5554 176 Street
2. Surrey Sailing Club	2023 Lease-in-kind	24,000	3140 McBride Avenue
3. Surrey Heritage Society	2023 Lease-in-kind	57,000	6022 Highway 15
4. Panorama Ridge Riding Club	2023 Lease-in-kind	30,500	5381 125A Street
5. Lower Mainland German Shepherd Dog Club	2023 Lease-in-kind	6,000	19461 36 Avenue
6. Action BMX Association	2023 Lease-in-kind	12,000	12624 75 Avenue
7. Crescent Beach Swim Club	2023 Lease-in-kind	625	Foot of McBride Avenue
8. Lower Fraser Valley Exhibition Association	2023 Lease-in-kind	74,088	6060 176 Street and 17835 62
9. Unallocated Property Taxes	Unallocated Taxes	5,000	Unallocated
A. Total Leases and Property Taxes		321,200	
10. Cloverdale District Chamber of Commerce	Business Tradeshow & Awards	10,000	Same as last year
11. South Surrey/White Rock Chamber of Commerce	Business Referral Service & Festival, Awards	10,000	Same as last year
12. Surrey Tourism & Convention Association	City Wide Tourism	10,000	Same as last year
B. Total Business & Tourism		30,000	
13. Surrey Crime Prevention Society	Crime Prevention, Community Safety	330,000	Increase of \$30,000 pending Council approval
14. Crime Stoppers	TIPS Line	55,000	Same as last year
15. Lookout Housing and Health Society	Street Youth Services	44,000	Same as last year
C. Total Crime Prevention		429,000	
16. Cloverdale Curling Club	2022 Operations	74,000	As per operating agreement
17. Community Enhancement Partnership Program	Matching Grant	45,000	Same as last year
18. Community Events Policing	Matching Grant	125,000	Same as last year
19. Sports Tourism	Matching Grant	50,000	Same as last year
20. Arts Council of Surrey	BC Arts Council	5,000	\$5,000 matching grant
21. Volunteer Cancer Drivers Society	Free Transportation Services	5,000	Same as last year
22. Honey Hooser Scholarship & Peace Arch Weavers and Spinners Guild	Scholarship	1,000	Same as last year
23. Unallocated Special Recognition	Unallocated	5,000	Unallocated
24. Dry Grad Events	Unallocated Dry Grad Events	4,500	Unallocated
D. Total Community		314,500	
Total On-going Grants		1,095,000	
25. One-time Grants	Allocated	79,650	See Appendix II for details
26. Unallocated One-time Grants	Unallocated	3,350	Unallocated
E. One-Time Grants		83,000	
Total City Grants		\$ 1,178,000	

Non-profit Organization	Grant Type	Request	2023 Proposed Amount	Recommendations and Comments
1. 1st Semiahmoo Sea Scout Group	Health & Social	Scout Group community youth program which includes youth learning to plan and manage adventurous activities and community service projects.	500	Program costs
2. Alexandra Neighbourhood House	Health & Social	Creating Connections program for Surrey youth ages 10 - 12.	2,500	Program costs
3. Backpack Buddies	Health & Social	Backpack Buddies program provides healthy weekend meals and food to school age children living in poverty.	3,000	Food supplies
4. BC Drama Association/Theatre BC	Culture & Rec	Funding towards stage performance competitions and performance discussion, performing arts workshops and awards ceremony.	1,000	Venue Rental
5. Better Cause Society	Health & Social	Re-purposing old furniture and equipment and donating it to people who are in need.	2,000	Supplies and Fuel
6. BGC of South Coast BC	Health & Social	Construction of 5 new "cubbies" for children's belongings during their activities at the Surrey Club.	2,500	Program Equipment
7. Big Brothers of Greater Vancouver	Health & Social	Multi-channel advertising of the Surrey Program Awareness Project aimed to recruit "big brother" volunteers.	2,500	Marketing and promotion
8. Big Sisters of BC Lower Mainland	Health & Social	Funding towards Study Buddy and Big Sisters mentoring programs.	2,500	Program costs
9. Black Business Association of BC	Community Promotion	Full day tradeshow to promote diverse businesses in Surrey.	1,000	Venue Rental and Program supplies
10. Black Girl Collective Society	Culture & Rec	Funding multiple events that celebrate and engage in Black culture. Encourage participation, networking and support individual and community wellness at Sports Day and Professional networking events	1,000	Venue Rental and Program supplies
11. Bright Beginnings Foundation	Health & Social	4th annual Bright Futures Surrey Youth Gala - Feb 10, 2023	2,500	Venue Rental
12. Canadian Mental Health Association, Vancouver - Fraser Branch	Health & Social	Urban Resilience Opportunites for Kids program that provide recreational, educational and supportive programs for vulnerable children and youth whose	2,500	Program costs
13. City Dream Centre Society	Health & Social	Back-to-School event August 19, 2023 that provides children in need with school supply kits, haircuts, clothing and food hampers	2,000	School supply kits
14. Cloverdale Tritons Community Swim Club	Culture & Rec	Funding towards offsetting the cost of pool rental fees and towards the purchase of 3 new club team tents to replace the damaged ones.	500	Venue Rental
15. Community Justice Initiatives Association, Fraser Region	Health & Social	Youth Black Book online guide and wallet-sized information cards with website location and emergency contact numbers for support services for at-risk youth.	2,000	Printing and distribution costs
16. Downtown Surrey Business Improvement Association	Community Promotion	Movies Under the Stars August 2023 event at Holland Park.	3,000	Event costs
17. Downtown Surrey Business Improvement Association	Culture & Rec	Funding towards 4 to 6 weekly "Surrey Voices" summer events to share and promote cultural awareness within Surrey.	1,500	Event costs
18. Duplicate Lite in Surrey Society	Culture & Rec	Youth Bridge Camps provide bridge lessons for youth with the option of online play during Spring and Summer breaks.	500	Program costs
19. Espoir for All Society	Culture & Rec	Espoir Soccer program for Surrey kids from low income families, refugee families and new immigrants.	1,000	Equipment and Program supplies

Non-profit Organization	Grant Type	Request	2023 Proposed Amount	Recommendations and Comments
20. Espoir for All Society	Health & Social	Funding towards the I.A.M. Youth program which supports the most vulnerable youth in Surrey by providing two tutor mentors, volunteer experience and support during highschool years.	1,000	Program Supplies
21. Find Your Forte	Culture & Rec	Music education program that provides free weekly piano lessons to children in foster care and from low-income families.	2,250	Equipment and Program costs
22. Junior Achievement of British Columbia	Health & Social	TechWorks program event with motivational speakers, exhibits and interactive breakout sessions for grade 9 and 10 students in Surrey.	1,000	Printing, Design and Marketing costs
23. Kids Play Youth Foundation	Culture & Rec	Mentorship Program that includes a sporting event and two mentorship camps for at risk youth to engage in sports and team building activities.	2,000	Sports Equipment
24. Kurdish Canadian Society	Health & Social	Emergency food box program for those in need.	2,000	Food Supplies
25. Leave Out Violence (LOVE) Society BC	Health & Social	Social Media Youth Leaders Empowered: Mentorship Edition sessions for up to 25 marginalized youth impacted by violence offering them employment opportunities, skill building, mentorship, violence intervention and a healthy meal at each session.	2,000	Venue Rental for Workshops
26. Moving Forward Family Services	Health & Social	Online group counselling programs for Surrey residents dealing with trauma.	2,000	Program supplies and training costs
27. Pacific Post Partum Support Society	Health & Social	Free telephone and text support lines program that provides counselling and information for women suffering from post partum depression or anxiety, their caregivers and family members.	2,000	Program supplies and Printing costs
28. PLEA Community Services Society of BC	Health & Social	Taking Care of Ourselves prevention Program for children and youth that provides training in protection from sexual exploitation and sex trafficking.	2,000	Office supplies and materials
29. Power for All Adventure Therapy Society/Charity	Culture & Rec	Funding towards a Sewer Luna Kayak to outfit with adaptive equipment for younger and smaller paddlers.	2,000	Program Equipment
30. Royal Academy of Punjab	Health & Social	Funding towards the support of male mental health by research reports, community arts, awareness, education and other forms of support in effort to avoid suicide.	1,500	Program costs
31. Semiahmoo Peninsula Marine Rescue Society	Health & Social	Volunteer based marine search and rescue training programs at Crescent Beach, South Surrey.	1,200	Training and Program Supplies
32. Shelter Movers Vancouver	Health & Social	Funding towards expanding the services of temporarily storing the belongings of up to 25 additional survivors of domestic violence.	1,500	Transportation and Program supplies
33. SuperChefs Cookery Society	Health & Social	Cookery programs to improve the health and wellness of a larger population of children in Surrey.	2,500	Food supplies
34. Surrey Amateur Radio Communications	Culture & Rec	Amateur Radio Field Day event	850	Program Supplies
35. Surrey Christmas Bureau Society	Health & Social	Subscription renewal of online registration system used by people in need of assistance from the Christmas Bureau Society.	2,500	Online subscription renewal and program supplies
36. Surrey Community Cat Foundation	Health & Social	Veterinary costs of the spay/neuter program for surgeries for cats owned by low income residents in Surrey.	1,500	Medical supplies



**2023 FINANCIAL PLAN
PROPOSED CITY GRANTS (ONE-TIME)**

Appendix "II-3"

Non-profit Organization	Grant Type	Request	2023 Proposed Amount	Recommendations and Comments
37. Surrey PickleBall Club	Culture & Rec	Youth Pickleball Camps require two dozen paddles and local newspaper advertising.	2,000	Sport Equipment
38. Surrey Sea Lions Summer Club	Culture & Rec	Annual summer swimming meet program costs.	500	Venue Rental
39. Surrey Shapers Public Space	Community Promotion	Cohort based civic education program for young surrey residents ages 18-30.	1,350	Interpretation and professional services
40. TEDx Surrey	Community Promotion	TEDx Surrey "A Shift in Thinking" event - January 2023	2,500	Venue Rental and Advertising
41. Voices of Muslim Women Foundation	Health & Social	Women in Leadership two-day program that provides speakers, presentations and workshops to develop leadership skills and promote career advancement.	2,000	Venue Rental
42. Whalley Community Association	Community Promotion	Surrey Fest Downtown community festival to be held June 17, 2023.	3,000	Venue Rental and Program supplies
43. You Wear it Well...Just for Grads Society	Health & Social	Funding towards clothing/shoes, graduation attire inventory and insurance for the "Boutique Day" event for at-risk students	2,500	Event Clothing
44. Youth Unlimited / YFC Greater Vancouver	Health & Social	Young Families program that provide cooking and baking supplies for the weekly lessons for young mothers.	2,000	Food supplies
			<hr/> 79,650 <hr/>	



**2023 FINANCIAL PLAN
PROPOSED CITY GRANTS
NOT RECOMMENDED**

Non-profit Organization	Grant Type	Request	2023		Recommendations and Comments
			Request Amount	Proposed Amount	
1. Brella Community Services Society	Health & Social	Funding towards the Caring for the Caregiver Program costs, including access to online and in-person resources and group support opportunities and in-home respite needs for caregivers.	100,000	0	Outside of scope of Grants Program
2. Elevation Health Foundation	Health & Social	Funding towards the Sports Day event for families to participate together in sporting activities promoting physical activity, health and wellness and community spirit.	8,000	0	Applicant to re-apply for late grant
3. SCRAP-IT Society	Environmental	Funding towards a City of Surrey based rebate program for residents who chose to transition to cleaner forms of personal transportation.	187,500	0	Outside of scope of the Grants Program
4. Semiahmoo Fish and Game Club	Environmental	Funding towards Phase 1 of rebuilding the Little Campbell Hatchery building and updating equipment.	70,000	0	Outside of scope of Grants Program
5. Semiahmoo Potters Society	Culture & Rec	Community Rent Grant funding towards the operation of the Crescent Park Pottery Studio.	10,111	0	Defer to Cultural Grants Program
6. Surrey PickleBall Club	Culture & Rec	Risk Mitigation Grant towards the cost of the indoor pickleball courts in case attendance drops over the fall and winter months.	66,000	0	Outside of scope of Grants Program
			441,611	0	



**2023 FINANCIAL PLAN
LONG-TERM LEASE IN-KIND**

Non-profit Organization	Description	2023 Market Value of Lease	Property Address
1. Arts Council of BC	Lease in-kind	195,000	13530 -72 Avenue
2. Association of Neighbourhood Houses of BC	Lease in-kind	42,500	6220 - 184 Street
3. Cloverdale Curling Club	Lease in-kind	475,650	6142 - 176 Street
4. Cloverdale Horseshoe Club	Lease in-kind	125,000	17886- 64 Avenue
5. Laurus Coaching Solutions (Tennis Centre)	Lease in-kind	533,200	5891 -144 Street
6. Mud Bay Yacht Club	Lease in-kind	195,000	13723 Crescent Road
7. Options Services to the Communities Society	Lease in-kind	750,000	9815 - 140 Street
8. Pacific Community Resource Society	Lease in-kind	61,333	13102-112A Avenue
9. Phoenix Drug/ Alcohol Recovery	Lease in-kind	26,500	10029 - 140 Street
10. Port Kells Boxing Club	Lease in-kind	21,000	18918 -88 Avenue
11. REC For Kids Society	Lease in-kind	30,000	13379 - 68 Avenue
12. Semiahmoo Sea Scouts	Lease in-kind	25,000	13723 Crescent Road
13. South Fraser Search & Rescue Society	Lease in-kind	42,000	5756 -142 Street
14. Surrey Emergency Program Amateur Radio Society	Lease in-kind	7,500	5756 -142 Street
15. Surrey Lawn Bowling	Lease in-kind	70,500	18513- 70 Avenue
		\$ 2,600,183	

No. D-26 (1)

POLICY ON CITY GRANTS

1. That two categories of grants be established:
 - Category A - ongoing grants from year-to-year.
 - Category B - all other grants generally for one-time requests.
2. That a Global Grants Budget be placed in the Annual Financial Plan.
3. That total grants not exceed the Global Grants Budget.
4. That grants be intended for specific programs, capital projects, or special events.
5. That all applications for grants must be received at the office of the City Clerk not later than 4:30 p.m., September 30th of each year, or if the City Hall is closed on that day, on the next following day on which the City Hall is open. Grant applications received after that time will not be considered for funding unless the requirement for funding was not reasonably foreseeable prior to September 30th, and unless the requirement for funding is critical to the survival of the organization's programs, capital project, or special event.
6. That grants not be provided to groups for travel, save and except for groups travelling under the Sister City Program.
7. That a Grant Fund in the amount of \$5,000 be established as a Special Recognition Fund for groups, which have achieved extraordinary accomplishments as determined by Council throughout the year.
8. That organizations providing services that are the responsibility of other levels of government will not normally be eligible for grants unless the consequences of not funding the grant would result in a significant disadvantage to Surrey which would outweigh the cost of the grant itself. (Example: An organization would lose significant funding from other benefactors without Surrey's participation by way of a nominal grant).
9. That grants not be provided to cover deficits or on-going operating costs.
10. Criteria For Grant Eligibility:
 - (a) The organization must meet the requirements of Sections 8, 24 and 25 of the *Community Charter*.
 - (b) The organization shall have an active governing body composed of volunteers. Its main responsibility shall be program and policy development, and fund-raising. The governing body must be held responsible for the effectiveness of services provided and for financial accountability for funds received from all sources.

No. D-26 (2)

POLICY ON CITY GRANTS (cont'd)

- (c) All organizations shall have the following or similar clauses in their constitution and bylaws:
 - i. Paid staff members cannot be voting members of the Board of Directors (or the governing body).
 - ii. No Director shall be remunerated for being or acting as a Director, but Directors may be reimbursed for all expenses necessary and reasonably incurred while carrying out their duties as authorized by the organization.
- (d) The organization shall show evidence that it has fully explored all other viable sources of financial support.
- (e) The organization must extend its service to the general public in Surrey, and must not exclude anyone by reason of race, religion, or ethnic background.
- (f) The organization must not act as a general fund-raiser for, or make grants to, various other groups or organizations.
- (g) The organization must agree to submit an evaluation of the use of the Surrey grant at the end of the program/project/event, or by September 30th, whichever occurs sooner.
- (h) The organization must not view the grant as an automatic ongoing source of funding.

GUIDELINES FOR GRANT PRIORITIES

The following factors will be used to determine priorities for allocating grants to eligible applicants:

1. The need addressed by the program/project/event, and its value to the community:
 - To what degree will the grant promote the well-being of Surrey residents?
 - How many residents will benefit?
 - Why is it important that it be done this year?
 - How severe are the consequences to Surrey residents of not providing a grant?
 - Is there overall community support?
2. The absence of duplication of, or competition with, an existing City program/service/event, and the use of existing community services or facilities to carry out the program/service/event.

No. D-26 (3)

GUIDELINES FOR GRANT PRIORITIES (cont'd)

3. The cost of the program/project/event:
 - What is the total cost?
 - What is the per capita cost (residents served)?
 - What are the sources of funding, and what percentage would Surrey be contributing?
 - Have all possible sources of funding been pursued?
 - What are the overall financial conditions of the organization, and will the lack of Surrey funding result in cancellation of the program/project/event?
 - Is this a one-time request for funds, or will ongoing support be required?
 - If ongoing support will be required, for how long and to what degree?
4. The appropriateness, effectiveness, and quality of delivery of the program/project/event:
 - How well will it be organized?
 - How many volunteers and volunteer hours will be involved?
5. The quality of the organization's previous and current administration and management, and the length of time and the degree to which the organization has provided previous service to the community:
 - Who are the officers or elected officials of the organization?
 - Is the organization well-known to Surrey residents for their service?
 - What is their history of service to Surrey?
 - What are the future plans and goals of the organization?
 - Has the organization previously received funds from Surrey, and did they submit an evaluation for the use of those funds?
 - Will there be coordination with other organizations, which might be interested or affected?
 - Has the organization previously demonstrated success with a similar undertaking?

PROCEDURE FOR PROCESSING GRANT REQUESTS

1. Applicants must submit a grant application to the City Clerk on the prescribed form, by September 30th in order to be considered for a grant for the following year.
2. A Grants Evaluation Committee, consisting of a staff representative from Finance, Parks, Recreation, Culture and Corporate Services, will review all grant applications to ensure completeness and to ensure grant eligibility as specified by policy.
3. New grant requests shall be listed under the following categories:
 - Taxes
 - Community Promotion
 - Environmental
 - Cultural and Recreational
 - Health and Social Services
4. The Grants Evaluation Committee will (after consultation as they deem necessary with the grant applicants, with City General Managers or their staff, with other Surrey Committees or Commissions, or with community groups) submit to the Finance Committee of Council, a list of all grant applications along with recommended grant amounts. The total of the recommended grants shall not exceed the total grants budget funding available, and a minimum of \$10,000 of the grants budget shall remain unallocated for critical, unanticipated grant requests received after September 30th.
5. The Finance Committee of Council will review the recommendations of the Grants Evaluation Committee, and may request additional information or request to hear delegations. The Finance Committee will then submit a list of recommended grant amounts to Council for their review and for the necessary approval. The approved grants shall be subject to final confirmation by Council after all appeals have been dealt with.
6. The City Clerk shall notify all applicants, by regular mail, of Council's initial decision, and shall advise them of the Appeal Procedure. Applicants shall be advised that grant amounts are subject to final confirmation by Council after all appeals have been dealt with.
7. The Grants Evaluation Committee shall be responsible for ensuring that all organizations, which receive a grant, submit an evaluation report on the use of the grant funds.

PROCEDURE FOR GRANT APPEALS

Appeals of Council's decisions will be considered only in instances where additional grant funds are required to prevent unforeseen circumstances which could result in employee lay-offs or threaten the financial well-being or survival of the organization, or where significant new information will be presented which was not available during the grants review process.

Organizations must notify the City Clerk in writing, within 14 days from the date that the grant notifications were mailed, that they wish to appeal Council's decision. The grant applicants must give a clear explanation of why they feel they qualify for an appeal. The appeal request will be presented to Council for a decision on whether the appeal will be considered, and the applicant shall be notified accordingly.

If the appeal is not successful, that organization may not reapply for funding of the same service in the same funding year.

PROCEDURE FOR PROCESSING LATE GRANT APPLICATIONS

Grant applications received after the September 30th deadline will be referred to the Grants Evaluation Committee for the following action:

- (a) If the requirement for grant funds was not reasonably foreseeable prior to September 30th, and if the requirement for immediate funding is critical to the survival of the organization or the event, then the Grants Evaluation Committee may refer the application to Council along with a recommended grant amount.
- (b) If the Grants Evaluation Committee believes that the grant application does not qualify for consideration under 5, then the Committee shall advise the grant applicant in writing that they do not qualify for consideration, but that they may reapply by the September 30th deadline for the following year. The applicant shall be advised that they may appeal this action of the Committee by requesting the City Clerk in writing to refer their application directly to Council, and by explaining why they should receive special late consideration for a grant. The appeal will be forwarded to Council for consideration, along with a recommendation from the Grants Evaluation Committee.

PROCEDURE FOR SETTING A GLOBAL GRANTS BUDGET

Prior to September 30th of each year, the Grants Evaluation Committee shall review the present year's budget, consult with larger ongoing grant recipients as necessary, and then submit a recommended global grants budget to the City Manager. The City Manager shall review the recommendation, and include a Global Grants Budget amount in the preparation of the Annual Financial Plan.



**2022 FINANCIAL PLAN
APPROVED CITY GRANTS**

Non-profit Organization	Description	2022 Approved Amount	Request
1. 1st Semiahmoo Sea Scout Group	Health & Social	500	Funding towards Scout Group community youth program which includes youth plan, activities and community service projects.
2. Air Cadets of Canada Sq 907	Health & Social	500	Funding towards sport and physical education activities, field training exercises, survival training, band equipment/music and biathlon training for 120 youths.
3. Alexandra Neighbourhood House	Health & Social	3,000	Funding towards the hiring of a staff member to facilitate the creation and development of an inclusive LGBTQ2S+ leadership group and food, refreshments, bus tickets, other supplies for the Youth Space program.
4. Athletics for Kids	Health & Social	1,000	Funding towards postal and equipment costs of the A4K Youth Sport program.
5. Backpack Buddies	Health & Social	3,000	Funding towards the Backpack Buddies program which provides healthy weekend meals and food to school age children living in poverty.
6. BC Aquasonics	Culture & Rec	500	Funding towards pool rental from the City of Surrey and program coaching costs for synchronized swimming programs.
7. Better Cause Society	Health & Social	2,500	Funding towards warehouse lease for the storage and distribution of donated, used furniture to Surrey residents in need.
8. Big Brothers of Greater Vancouver	Health & Social	2,000	Funding towards multi-channel advertising of the Surrey Program Awareness Project aimed to recruit "big brother" volunteers.
9. Big Sisters of BC Lower Mainland	Health & Social	2,000	Funding towards Study Buddy and Big Sisters mentoring programs.
10. Boys and Girls Clubs of South Coast BC	Health & Social	2,000	Funding towards three to four new desktop computers for the Teen/Preteen Lounge at the Surrey Boys and Girls Club.
11. Canadian Mental Health Association, Vancouver - Fraser Branch	Health & Social	3,000	Funding towards three Urban Resilience Opportunities for Kids programs which provide recreational, educational and supportive programs for vulnerable children and youth whose parents have mental health and/or addiction challenges.
12. Cloverdale Community Kitchen	Health & Social	2,000	Funding towards the Cloverdale Christmas Hamper Program to purchase grocery gift cards for the hampers.
13. Community Justice Initiatives Association, Fraser Region	Health & Social	2,000	Funding towards the "Youth Black Book" online guide and wallet-sized information cards with website location and emergency contact numbers for support services for at-risk youth.
14. Downtown Surrey Business Improvement Association	Community Promotion	2,500	Funding towards Movies Under the Stars 2022 - August 2022 at Holland Park.
15. Downtown Surrey Business Improvement Association	Culture & Rec	2,500	Funding towards weekly "Surrey Voices" summer event to share and promote cultural awareness within Surrey.
16. Dutch Liberation 2020 Canadian Society	Health & Social	1,000	Funding towards the tulip project, preparation and distribution of tulip bouquets in May 2022, to nurses (frontline workers) in Surrey care homes in appreciation and thanks during the Covid pandemic.

Appendix "VI-2"



**2022 FINANCIAL PLAN
APPROVED CITY GRANTS**

Non-profit Organization	Description	2022 Approved Amount	Request
17. Find Your Forte	Culture & Rec	1,500	Funding towards the expansion and adaptation of the music education program, which provides free weekly piano lessons to children in foster care and from low-income families, due to increasing demand.
18. Greater Vancouver Law Students' Legal Advice Society	Health & Social	2,500	Funding towards hiring an additional law student to work at program clinics over the summer months.
19. Individualized Funding Resource Centre Society	Health & Social	2,500	Funding towards the Information Hotline Surrey Residents Choices of the Support for Independent Living Program to assist individuals with disabilities to live independently.
20. Mackie's Place	Health & Social	3,000	Funding towards Youth Employment Program for at-risk youth graduates of the Mackie's Place Incentive Program to obtain earning positions as youth leaders or interns.
21. Metro Vancouver Transit Police	Health & Social	3,000	Funding towards the Blue Eagle Community Cadet Youth Project.
22. Moving Forward Family Services	Health & Social	2,000	Funding towards one qualified counsellor to co-facilitate with two interns (in-kind) 6 online group counselling programs.
23. Newton Business Improvement Association	Community Promotion	2,500	Funding towards the "Car Free Day" community festival and market on June 11, 2022.
24. Newton Business Improvement Association	Community Promotion	2,000	To support the "Spooktacular" Halloween event on October 29, 2022 in Newton. The event includes many fun activities and a pumpkin patch.
25. Pacific Post Partum Support Society	Health & Social	2,000	Funding towards the free telephone and text support lines program that provides counselling and information for women suffering from post partum depression or anxiety, their caregivers and family members.
26. Pathfinder Youth Centre Society	Health & Social	3,000	Funding towards the Solar Care project which offers free mental health support to at-risk youth and vulnerable adults who are members of the BIPOC in Surrey.
27. PLEA Community Services Society of BC	Health & Social	2,000	Funding towards Taking Care of Ourselves prevention workshops for children and youth about protecting themselves from sexual exploitation and sex trafficking.
28. Quest Outreach Society 2022	Health & Social	3,000	Funding towards the Food Recovery and Redistribution Program which supports their not-for-profit grocery market for low income and vulnerable individuals and families in Surrey.
29. Society Pursuit Projects Canada	Health & Social	2,000	Funding towards the "Heart to Heart" project providing mental health and personal conversation with the homeless/people displaced.
30. SuperChefs Cookery Society	Health & Social	2,500	Funding towards the cookery programs to improve the health and wellness of a larger population of children in Surrey.
31. Surrey Christmas Bureau Society	Health & Social	2,500	To support the grocery voucher program for low income and struggling families for the Christmas season.



**2022 FINANCIAL PLAN
APPROVED CITY GRANTS**

Non-profit Organization	Description	2022 Approved Amount	Request
32. Surrey Community Cat Foundation	Health & Social	1,500	Funding towards the veterinary costs of the spay/neuter program for surgeries for cats owned by low income residents in Surrey.
33. Surrey Fire Fighters' Nutritional Snack Program Society	Health & Social	3,500	Funding towards providing nutritional food for Surrey's most vulnerable school aged children.
34. Surrey Gymnastic Society	Culture & Rec	1,000	Funding towards renovations of new facility, specifically kitchen and parent sitting areas, due to increased number athletes with the program merger.
35. Whalley Community Association	Community Promotion	2,500	Funding towards Surrey Fest Downtown community festival to be held June 18, 2022.
36. Wildcoast Ecological Society	Health & Social	2,500	Funding towards natural science education programs for inner-city children at two Surrey elementary schools.
37. Yo Bro Yo Girl Youth Initiative	Health & Social	1,500	Funding towards hiring a part-time staff member for its Sisters program, a combination of skill, confidence and values building workshops and activities, for female Muslim youth.
38. You Wear it Well...Just for Grads Society	Health & Social	2,500	Funding towards venue rent and insurance for the "Boutique Day" event March 2022, for graduation attire for at-risk students, encouraging them to stay in school and attend their graduation ceremonies.
39. YWCA Metro Vancouver	Health & Social	2,000	Funding towards Guide to High School program, a gender-inclusive youth program that supports Grade 7 students with positive role models, peer mentorship and education for a healthy transition into high school.
40. Fraser Valley Heritage Railway Society	Lease	112,000	2022 Lease-in-kind
41. Surrey Sailing Club	Lease	24,000	2022 Lease-in-kind
42. Surrey Heritage Society	Lease	57,000	2022 Lease-in-kind
43. Panorama Ridge Riding Club	Lease	30,500	2022 Lease-in-kind
44. Lower Mainland German Shepherd Dog Club	Lease	6,000	2022 Lease-in-kind
45. Action BMX Association	Lease	12,000	2022 Lease-in-kind
46. Crescent Beach Swim Club	Lease	625	2022 Lease-in-kind
47. Cloverdale District Chamber of Commerce	Business and Tourism	10,000	Business Tradeshow & Awards



**2022 FINANCIAL PLAN
APPROVED CITY GRANTS**

Non-profit Organization	Description	2022 Approved Amount	Request
48. South Surrey/White Rock Chamber of Commerce	Business and Tourism	10,000	Business Referral Service & Festival, Awards
49. Surrey Tourism & Convention Association	Business and Tourism	10,000	City Wide Tourism
50. Surrey Crime Prevention Society	Crime Prevention	300,000	Crime Prevention, Community Safety
51. Crime Stoppers	Crime Prevention	55,000	TIPS Line
52. Lookout Housing and Health Society	Crime Prevention	44,000	Street Youth Services
53. Cloverdale Curling Club	Community	73,000	2022 Operations
54. Community Enhancement Partnership Program	Community	45,000	Matching Grant
55. Community Events Policing	Community	125,000	Matching Grant
56. Sports Tourism	Community	50,000	Matching Grant
57. Arts Council of Surrey	Community	5,000	BC Arts Council
58. Volunteer Cancer Drivers Society	Community	5,000	Free Transportation Services
59. Honey Hooser Scholarship & Peace Arch Weavers and Spinners Guild	Community	1,000	Scholarship
60. Dry Grad Events	Community	500	2022 Dry Grad Events
61. Unallocated Dry Grad Events	Community	4,000	2022 Dry Grad Events
62. Unallocated Special Recognition	Community	5,000	
63. Unallocated Property Taxes	Property Taxes	5,000	
Total		\$ 1,073,000	