

NO: R014

COUNCIL DATE: February 13, 2023

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **February 9, 2023**

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

SUBJECT: **Community Enhancement Partnership Program Grants - 2022 Year-end Reporting**

RECOMMENDATION

The Parks, Recreation & Culture Department and the Finance Department recommend that Council receive this report for information.

INTENT

The purpose of this report is to provide Council with an overview of the Community Enhancement Partnership Grant Program (the “CEP Program”) and information on the 31 grants awarded in 2022.

BACKGROUND

In January 2010, Council adopted the CEP Program, which is intended to provide financial support for projects focussed on community engagement and neighbourhood enhancement. Under the CEP Program, residents, businesses and community groups may apply to the City for a grant under three separate categories; these being:

- **Small Project Grants** - to support in planning, organizing and implementing projects intended to directly improve the physical aesthetic appeal of a neighbourhood.
- **Partnership Grants** - to support projects that build community relationships through celebration and activity.
- **Façade Grants** – enable small businesses or commercial property owners to apply for funding to renovate or improve their building facades.

Supported projects, activities, and celebrations include block parties, community festivals, clean-ups, and beautification projects. The level of funding awarded to the recipients is based on the contribution or value of time by a group to support, plan and organize eligible activities and can include volunteer labour, donated materials, and/or professional services.

The Grant Selections Committee, which includes staff from Parks, Recreation & Culture Department and Finance Department, is responsible for assessing grant applications that are received under the CEP Program throughout the year, using the grant criteria outlined in the CEP Program Guidelines (Appendix “I”). If supported, grants applications are approved by the General Manager, Finance and the General Manager Parks, Recreation & Culture.

DISCUSSION

CEP Program Grants Awarded in 2022

31 CEP Program grants were awarded in 2022, totalling \$22,229 (see Appendix “II”). This year’s awarded grants contributed to neighbourhood block parties, outdoor movie nights, a community garden, a pollinator pathway, and smaller scale festivals. Following these allocations, \$146,156 funding is available for new grant opportunities in 2023.

Prior to the COVID-19 pandemic, the CEP Program awarded over 50 grants in 2019 to community-initiated projects and activities. In 2023, it is expected to receive similar volume to pre-pandemic years as community gatherings begin to increase.

FUNDING

Funding for CEP Program is provided through an annual allocation of \$45,000 from the City Grants Program. Appendix "II" provides information on the 31 grants awarded in 2022 and the status of funding related to the CEP Program.

CONCLUSION

The CEP Program funds projects that promote community-based projects and celebrations to improve the quality of life for Surrey residents and fosters strong community building and resiliency.

Laurie Cavan
General Manager
Parks, Recreation & Culture

Kam Grewal, CPA, CMA
General Manager
Finance

Appendix “I”: CEP Program Overview and Guidelines
Appendix “II”: 2022 CEP Program Funding



Community Enhancement Partnership Program (CEPP) Program Overview and Guidelines

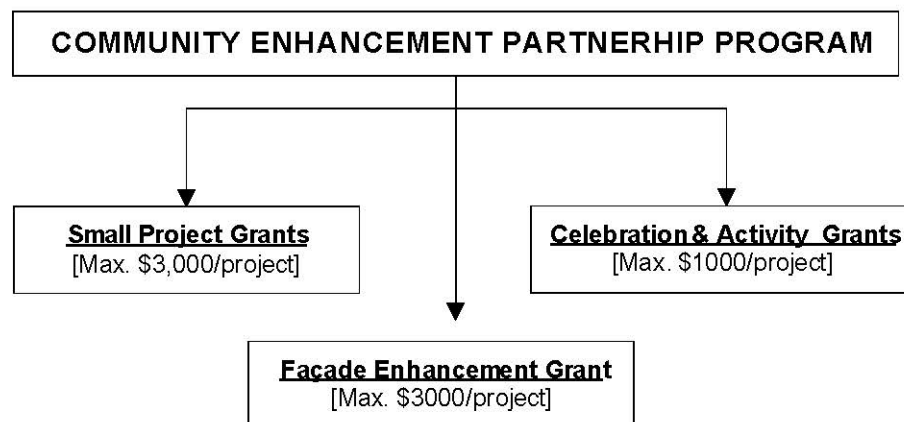
The Community Enhancement Partnership Program (CEPP) is an initiative of Council to encourage neighbourhood projects and activities that beautify our streets and public spaces. Through the Program, residents, groups and businesses can apply to the City for a grant to plan, organize and implement small beautification and place-making projects, activities and celebrations. Successful applicants match their requested grant amount with contributions of volunteer labour and services, donated materials, and/or cash. The Grant program is a partnership in which the applicant and the City contribute towards the applicants proposed project. Projects must be completed within twelve (12) months of a grant being awarded.

FUNDING CRITERIA & ELIGIBILITY

Grants are available to all Surrey residents, students, community groups, organizations or associations. Small businesses will also be considered for building or landscaping beautification projects in targeted areas. All applications must encourage inclusive neighbourhood participation. Projects must be undertaken within the geographic boundaries of Surrey. All applicants must demonstrate their project or activity will:

- focus on beautifying, celebrating and creating engaging places in Surrey;
- generate a public benefit in an inclusive and cooperative manner;
- involve members of the community in the project;
- commit to overseeing the project and any resulting maintenance;
- have broad neighbourhood support.
- improve the look and feel of City streets

PROJECT GRANT CATEGORIES



i) Small Project Grants

Small project grants have a maximum amount of \$3,000 per project. They are offered to support planning, organizing and implementing projects that physically improve the appearance of the City. As examples, a neighbourhood garden, boulevard landscaping, community pathway, floral tree plantings, decorative lighting display or a neighbourhood entrance feature would fall under this category.

ii) Celebration & Activity Grants

Celebration & Activity grants have a maximum amount of \$1,000 per project. They are offered to support community activism and celebration. As examples, a neighbourhood festival or block party or a neighbourhood improvement campaign would fall under this category. Projects that create opportunities to develop neighbourhood organization and promote community leadership are encouraged. Ideally, the community celebration will ultimately encourage people to get involved in improving their neighbourhood for the long term.

iii) Facade Enhancement Grants

Facade Enhancement Grants help to encourage commercial property owners and businesses to invest in their buildings and storefronts through facade renovations. Property owners are urged to renovate, building facades through grants, matching up to 30% of the eligible costs to a maximum of \$3,000. Through the Facade Enhancement Grant Program, property owners and businesses will help to improve the streetscape of the local community, attracting residents, businesses and customers to the area. Facade grants are targeted towards different areas around the City each year.

PROJECT MANAGEMENT & RECOGNITION

For awarded projects, photos must be submitted to the City as a permanent record and for potential posting on the City's website and within local newspapers.

Awarded projects may be subject to inspection by City staff. Annual inspections may be undertaken to monitor maintenance and upkeep of projects.

- Applicants that have failed to undertake or maintain projects, as outlined on submitted applications, may be eliminated from consideration for future City grant opportunities.
- Applicants are required to abide by all Municipal, Provincial and Federal laws and regulations.
- The City of Surrey reserves the right to remove any physical installations or improvements on public land at any time.

APPLICATION REVIEW PROCESS

Each application will be evaluated by a grant evaluation committee using the following evaluation criteria and within available funding.

Evaluation Criteria

Overall Community Enhancement Program Objective

- Project corresponds with the objective to “beautify, animate and celebrate Surrey”.

Project Proposal & Feasibility

- Provides a clear description of what the project is and why it is proposed.
- Provides a clear public benefit.
- Is well planned with a realistic timeline and a clear beginning and end.
- Has a reasonable budget.

Community Building

- Community contribution is documented, demonstrating broad community participation and support for the project.
- Encourages inclusive community participation and provides opportunity to bring people together.
- Encourages interaction between different groups, such as different cultural groups, tenants, seniors and business owners.
- Encourages collaboration between all age groups, particularly youth and adults.

Outcomes

- There is a clear understanding of how the community will be improved as a result of the project, with anticipated outcomes clearly documented.
- Project is designed for low maintenance and the applicant and stakeholders commit to project maintenance, with the majority of maintenance undertaken by the applicant.

Grants will NOT be awarded to/for:

- The purpose of private gain.
- Government agencies, political or partisan groups, formal business associations, universities, exclusive clubs or associations, newspapers and non-Surrey-based organizations (based or originating).
- Applicants who have failed to document a community contribution.
- Applicants who have failed to successfully carry out or maintain a project for which a grant was previously awarded.

Grants must NOT be used to:

- Duplicate an existing public or private program.
 - Support ongoing programs or services.
 - Replace funding lost from other sources or provide gap funding.
 - Pay for the applicants operating expenses that are not directly related to the project for which the grant is awarded.
 - Purchase land or buildings.
 - Pay for out of City travel expenses.
 - Pay for expenditures or financial commitments made *before* the organization’s grant application was submitted.
-

APPENDIX “II”

Status of Community Enhancement Partnership Program Funding



2022 FINANCIAL PLAN COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM

Description	Amount	Allocation to date	Remaining
Carried Forward from Prior Year	\$ 123,385		
2022 Adopted Budget	\$ 45,000		\$ 168,385
Grants Awarded in 2022			
1. Country Woods Trail and Park Restoration	\$	3,000	
2. Peterson Place Open House	\$	1,000	
3. National Indigenous People's Day	\$	1,000	
4. Clayton Community Garden Project	\$	450	
5. 129A Street Block Party	\$	500	
6. The Woods Annual Block Party	\$	500	
7. Hycroft Block Party	\$	500	
8. Aspire to Inspire Mural	\$	3,000	
9. 141 Street Block Party	\$	500	
10. Sunberry Summer Court Party	\$	450	
11. Cloverdale Market Days	\$	1,000	
12. 58A Avenue Block Party	\$	500	
13. Sundale Grove Canada Day BBQ	\$	170	
14. Canada Day Block Party	\$	500	
15. 64A Avenue Block Party	\$	300	
16. Bonnydoon Community BBQ	\$	500	
17. Amblegreene Block Party	\$	500	
18. Club 71 Block Party	\$	500	
19. Melrose Drive Block Party	\$	500	
20. KPU Clean Up Party	\$	1,000	
21. OPCA Outdoor Movie Night	\$	1,000	
22. Tulip Drive Block Party	\$	500	
24. 193 Street Block Party	\$	500	
23. Upper Provincetown Block Party	\$	500	
25. 85A Avenue Block Party	\$	440	
26. Love Live Here Block Party	\$	500	
27. Pollinator Pathway Project	\$	619	
28. Halloween Howl	\$	300	
29. Haunted House	\$	500	
30. Fraser Heights Community Clean-up	\$	500	
31. Kids Christmas Gift Exchange	\$	500	
Allocations for 2022	\$	22,229	\$ 146,156