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COUNCIL DATE: U

FINANCE COMMITTEE

TO: **Mayor & Council** DATE: **April 23, 2014**

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

SUBJECT: **Community Enhancement Partnership (CEP) Program Grant Application –
Keys Housing and Health Solutions Street Sweepers**

RECOMMENDATION

The Parks, Recreation & Culture Department and Finance & Technology Department recommend that the Finance Committee recommend that Council approve a grant under the CEP Program in the amount of \$3,000 to Keys Housing and Health Solutions (Keys) to support the Street Sweepers' Social Club as generally described in this report.

BACKGROUND

In January 2010 Council adopted the Community Enhancement Partnership (CEP) Program, which is intended to provide financial support for projects focussed on community engagement and neighbourhood beautification. Under the CEP Program, residents and community groups may apply to the City for a grant under either of two 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; or
- **Partnership Grants** - to support projects that build community relationships through celebration and activity.

The CEP Program Guidelines are attached as *Appendix I*. The CEP Program has an annual budget of \$25,000.

The community has been notified of this program through stakeholder mail-outs, newspaper ads, press releases, promotional posters at civic facilities and on the City's website. A Grant Selections Committee has been established with representatives from various Departments and is responsible for assessing grant applications. Forty four (44) CEP Program grants have been approved to date by City Council.

DISCUSSION

The City has received an application for grants under the CEP Program. A description and an evaluation of the application in relation to the CEP Program Guidelines is provided in the following section.

Keys Housing and Health Solutions – Street Sweepers’ Social Club

Keys Housing and Health Solutions (Keys), operator of the Front Room Resource Centre on 135A Street, have applied for a CEP Small Projects Grant to support the “Street Sweepers’ Social Club.” The Street Sweepers’ Social Club is an open invitation initiative, meant to engage the individuals who access services at the Front Room and the Gateway Shelter. Through the program, participants will take initiative to clean the surrounding neighbourhood and respond to local calls from neighbours and businesses to assist in litter picking and area cleaning.

The program will be coordinated by Keys staff, operating under the direction of the Program Director. It is anticipated that over 26 sessions for 2-3 hours each, a small group of participants will address a target area (between 104 Ave and 108 Ave between Whalley Boulevard and 132nd Street with a small area north of 108 Ave up to Bolivar Cr.). This work will be actively integrated with the City's Adopt-A-Street Program, mapped accordingly, and records kept of the accomplishments of the Keys Street Sweepers group. Keys will make available the necessary equipment, such as litter pickers, shovels, garbage bags, and all other necessary cleaning equipment. Gift card honorariums of \$10 will be offered to participants upon completion of a shift.

The Street Sweepers Social Club meets the CEP Program’s objectives of “beautifying public places” and “generating a public benefit in an inclusive and cooperative manner”. The Street Sweepers will provide people who are homeless or at-risk of homelessness with an opportunity to be engaged in a positive activity and contribute to the community.

Keys has applied for a \$3,000 grant to purchase materials and establish a bank of honorariums to implement the program. This program was previously funded in 2011, and was successful in terms of helping to improve the cleanliness of City Centre as well as provide opportunities for participants to be engaged in their community. There is strong support from the RCMP and City staff in Social Planning and Engineering Operations for this program. The program organizers are actively searching for long term funding for this program, but in the meantime request City support. Keys will be providing over \$4,000 in labour and materials for this initiative.

Based on a review of the project against CEP Program criteria, a grant of \$3,000 is recommended, subject to a commitment by Keys to report and coordinate efforts with Engineering Operations and the submission to the City of photographs that document the progress and outcomes of the project.

Funding

Appendix II provides information on the status of funding related to the Community Enhancement Partnership Program based on an assumption that Council will approve the recommendation of this report.

SUSTAINABILITY CONSIDERATIONS

The CEP Program supports the goals of the City's Sustainability Charter by encouraging social connections, volunteerism, community ownership and citizen engagement, in accordance with the Socio-Cultural Action items SC6, SC7, SC8 and SC13 of the City's Sustainability Charter.

CONCLUSION

Based on the above discussion, the Parks, Recreation & Culture Department and the Finance & Technology Department recommend that the Finance Committee recommend that Council approve a grant under the CEP Program in the amount of \$3,000 to Keys to support the Street Sweepers' Social Club as generally described in this report.

Laurie Cavan
General Manager
Parks, Recreation & Culture

Vivienne Wilke, CGA
General Manager
Finance & Technology

Appendix I: 2011 CEPP Program Overview and Guidelines

Appendix 2: Status of Community Enhancement Partnership 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 projects, activities and celebrations. Successful applicants match their requested grant amount with contributions of volunteer labour and services, donated materials, and/or cash. The Program is a partnership in which the applicant and the City contribute equally towards the applicants proposed project.

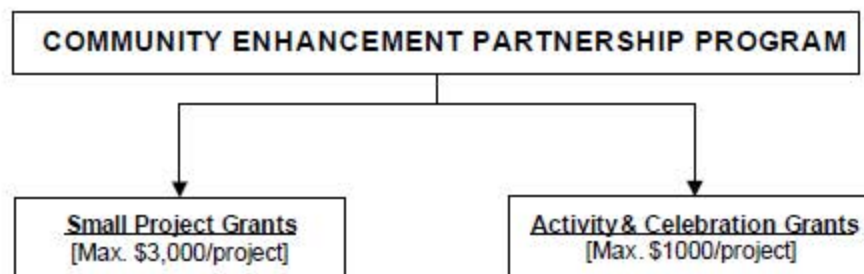
FUNDING CRITERIA & ELIGIBILITY

Grants are available to all Surrey residents, students, community groups, organizations or associations. Small businesses will also be considered for street or landscaping beautification projects. All applications must encourage neighbourhood participation without discrimination. Projects must be undertaken within the geographic boundaries of Surrey. All applicants must demonstrate their project or activity will:

- focus on “beautifying and celebrating 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; and
- fall within one of the Project Grant Types listed below.

PROJECT GRANT TYPES

The Program has two separate grant categories as illustrated below.



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. Creativity is encouraged.

Projects in this category must be completed within twelve (12) months of a grant being awarded.

ii) **Activity & Celebration Grants**

Activity and celebration grants have a maximum amount of \$1,000 per project. They are offered to support community activism and celebration. Projects should engage, educate and celebrate community members. As examples, a neighbourhood festival or block party, a street clean-up day, a property owner awards program or a neighbourhood improvement campaign would fall under this category.

Projects that create opportunities to develop neighbourhood organization and promote community leadership, such as citizen engagement workshops or anti-graffiti training seminars, are also encouraged.

Projects in this category must be completed within six (6) months of a grant being awarded.

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. All projects under the Program will be eligible for Civic Beautification Awards and/or plaque or site markers.

PLEASE NOTE:

- Awarded projects may be subject to inspection by City staff during project work and upon completion.
- Applicants that have failed to undertake projects, as outlined on submitted applications, may be eliminated from consideration for future 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 **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 ethnic 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



2014 FINANCIAL PLAN
COMMUNITY ENHANCEMENT PARTNERSHIP PROGRAM

Description	Amount	Allocation to		not used	Remaining
		Date			
2009 Budget Allocation	\$ 25,000.00				
2010 Budget Allocation	\$ 25,000.00				
2011 Budget Allocation	\$ 25,000.00				
2012 Budget Allocation	\$ 25,000.00				
2013 Budget Allocation	\$ 25,000.00				
2013 Budget Allocation	\$ 25,000.00				\$ 150,000.00
Grants awarded in 2010					
1. Rotary Club of Surrey (May 17, 2010)	\$ 3,000.00	\$ 3,000.00			
2. Halls Prairie Elementary School Parent Advisory Committee	\$ 1,000.00	\$ 4,000.00			
3. Lexington Townhouse Development	\$ 3,000.00	\$ 7,000.00			
4. Lakebridge Townhouse Complex	\$ 1,500.00	\$ 8,500.00			
5. Riverdale Junior Leadership Group	\$ 1,037.42	\$ 9,537.42			
6. East Panorama Ridge Community Association	\$ -	\$ 9,537.42			
7. East Panorama Ridge Community Association	\$ 1,800.00	\$ 11,337.42			
8. Surrey Crime Prevention Society	\$ 3,000.00	\$ 14,337.42			
9. AHP Matthew Elementary School PAC	\$ 2,000.00	\$ 16,337.42			
Grants awarded in 2011					
10. 112 Ave Neighbourhood Association	\$ 3,000.00	\$ 19,337.42			
11. Annville - Royal Heights Advocates	\$ -	\$ 19,337.42	\$ 200.00		
12. Bolivar Heights Community Association	\$ 3,000.00	\$ 22,337.42			
13. Fleetwood Community Association	\$ 3,000.00	\$ 25,337.42			
14. Chimney Hill Ratepayers	\$ 900.00	\$ 26,237.42			
15. West Panorama Ratepayers Association	\$ 3,000.00	\$ 29,237.42			
16. 130B Street Group	\$ 500.00	\$ 29,737.42			
17. Anne Van Rhyn	\$ 450.00	\$ 30,187.42			
18. Residents of 13101-51 108 Avenue	\$ 200.00	\$ 30,387.42			
19. Surrey Urban Farmers Market	\$ -	\$ 30,387.42	\$ 1,450.00		
20. Khalsa School	\$ -	\$ 30,387.42	\$ 1,000.00		
21. Blockwatch 5-281	\$ 750.00	\$ 31,137.42			
22. Creekside Grove Residents Group	\$ 1,250.00	\$ 32,387.42			
23. South Fraser Community Services Society	\$ 3,000.00	\$ 35,387.42			
Grants awarded in 2012					
24. Surrey Appreciates ME (SAME) Group	\$ 3,000.00	\$ 38,387.42			
25. Friends of Semiahmoo Bay Society, Little Campbell Watershed Society	\$ 3,000.00	\$ 41,387.42			
26. Bolivar Heights Community Association and James Ardiel Elementary School	\$ 527.60	\$ 41,915.02			
27. LA Matheson Secondary School	\$ 3,000.00	\$ 44,915.02			
28. Community Clean Landscapes- Cedar Hill's Elementary	\$ -	\$ 44,915.02	\$ 800.00		
29. East Panorama Community Celebration	\$ 500.00	\$ 45,415.02			
30. Royal Heights Fall Fest	\$ 1,000.00	\$ 46,415.02			
Grants awarded in 2013					
31. West Panorama Ratepayers	\$ 3,000.00	\$ 49,415.02			
32. Fun Fun Playground Project	\$ 1,000.00	\$ 50,415.02			
33. Hall's Prairie Earth Day Project	\$ 1,000.00	\$ 51,415.02			
34. Hillcrest Elementary Boulevard Landscape	\$ 2,860.00	\$ 54,275.02			
35. Alexandra Neighbourhood House Community Garden	\$ 3,000.00	\$ 57,275.02			
36. Blockwatch 3-230 Chimney Hill	\$ 300.00	\$ 57,575.02			
37. Port Kells Farmer's Market	\$ 2,000.00	\$ 59,575.02			
38. Middleglen Place Block Clean-up and Celebration	\$ 735.00	\$ 60,370.02			
39. Panorama Neighbourhood Association	\$ 1,000.00	\$ 61,370.02			
40. Surrey Urban Mission	\$ 1,000.00	\$ 62,370.02			
41. Sources- Food For Thought	\$ 3,000.00	\$ 65,370.02			
42. FCA Swank Storyboard	\$ 3,000.00	\$ 68,370.02			
Grants awarded in 2014 (to date)					
43. West Panorama Ratepayers Delta View	\$3,000	\$ 71,370.02			
44. Friends of the Grove	\$1,000	\$ 72,370.02			
45. Keys Health- Street Sweepers Social Club	\$3,000	\$ 75,370.02			
Total allocations to date:		\$ 74,820.02	\$ 3,450.00	\$ 78,629.98	