



1 Centennial Square Victoria,
BC V8W 1P6
E: grants@victoria.ca

My Great Neighbourhood Grant Application

HOW TO APPLY:

1. Read the Application Checklist and other information on our website
2. Get all of your supporting information together
 - Project design and/or activity plan information, including site map and sketches/photos of project location
 - If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project must accompany the application. (If the applicant is successful, the cheque will be made out to the partnering not-for-profit organization, who will be responsible for administering the funding to the applicant).
2. Arrange to meet with your Neighbourhood Advisor as soon as possible to discuss your initial proposal (our names are listed on the last page of this application form).
3. Complete the application form and send it to grants@victoria.ca

PROJECT TITLE: Partnering for Pollinators and Food Public Event

PROJECT TYPE:

(Check one)

- Placemaking
- Activity

CONTACT INFORMATION:

- Not-for-Profit Organization, or
- Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Lora Morandin, Ph.D.

Organization Name: *(if applicable)* Pollinator Partnership Canada (841695174)

Mailing Address: 1212 Juno Street, Victoria, BC V9A 5K1

Telephone: (250) 889-8194

Email: lm@pollinator.org

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S-0048117

Contact Name: Nicholas Harrington or Janet Strauss

Organization Name: Victoria Downtown Residents' Association

Mailing Address: 1715 Government Street, Victoria, BC V8W 1Z4

Telephone: (778) 403-2148 (Nicholas) / (250) 882-5796 (Janet)

Email: chair@victoriadra.ca (Nicholas) / straussjanet@yahoo.ca (Janet)



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PROJECT DESCRIPTION: Please describe your proposed project.

Pollinators, particularly native bees, are essential for urban and agricultural food production, and natural ecosystems. Yet, few people know about native bees, the role they play in our food production, the issues they are experiencing, and the best ways to help. We will invite the community and greater public to participate in a fun, inclusive, and educational event at the Yates Street Community Garden, where we will have a Native Bee Pop Up Apiary, during Pollinator Week. The Yates Street Community Garden Association and Pollinator Partnership Canada will lead in organizing the event and invite partners to participate such as Habitat Acquisition Trust, CRFAIR, and Parks Canada. Each organization will be able to set up a table and provide information and activities related to pollinators and local food security, and they will advertise the event to their network. Short talks by local experts in the community, and tours of the apiary and garden will be included.

SUSTAINABILITY: What is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years ____ years (specify)

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Not Applicable

Who will assume responsibility for ensuring these actions are undertaken?

Pollinator Partnership Canada, Yates Street Community Garden, and the Victoria Downtown Residents' Association

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

The Yates Street Community Garden Association will help organize the event and reach out to the local community to invite them to the event. Pollinator Partnership Canada (P2C) will engage with the Island Pollinator Initiative (IPI) network (a program led by P2C), which includes over 15 local conservation groups. We will advertise to all of our public networks to join us at the event, and also advertise to those that are not involved in the conservation world. The day will be a fun, interactive day for all the public. They will have the opportunity to learn about pollinators and food production, and little changes they can make to help pollinators and produce their own food. All sectors of the community will be invited and welcome. Following the event, the community will be invited to come to the garden and apiary any time it is open to watch the bees and observe local, urban food production.

BENEFITS: How will your proposed project benefit the community?

Most people think of honey bees when they think of bees. However, honey bees are not native to north America, and in some cases can be detrimental to our native bees and the environment. People will learn about native bees, the issues, their importance to food production, that they are not aggressive and rarely sting, and simple ways to help these beautiful and diversity animals (450 species in BC!). They will learn how to recognize some different types of bees, and see how easy it is to grow food in an urban area. They will be able to ask questions of a wide range of local experts and be inspired to create habitat in their own yards, and to pass on this information. The event also will foster awareness of the garden as an oasis of nature in the city, where people can connect with their community, food, and nature. It will show them a safe space for the community to come together to learn about small scale urban food production, urban ecosystems, and how native pollinators play an integral role in food security. This will increase local food security, sense of community and citizen empowerment, and help establish and maintain a healthy ecosystem within the urban landscape.



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APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

None that we are aware of.

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

We don't anticipate any greater risk than would be expected at any similar public event. The Victoria Downtown Residents' Association is insured under a general liability insurance policy the coverage of which is extended to the property on which this public event is planned to be held.

PROJECT TIMELINE:

Start date: 5 April 2018 Completion date: 23 June 2018

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Downtown-Harris Green

Street: Yates Street

Address: 1012-1014 Yates Street, Victoria, BC

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
April 2018	Invite partner groups (eg HAT, Whole Foods, CRFAIR, Parks Canada)
May 2018	Logistics: tables, tents, food etc
Jun 2018	Advertise event: posters, social media, partners
Jun 19-22, 2018	Finalize all event details
Jun 23 2018	Event day

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 3,000

Amount requested from the My Great Neighbourhood grant fund: \$ 1,000 (must not exceed 50% of total cost)



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ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Table, chair etc rental	\$300
Ad poster printing	\$50
Material printing	\$300
Food (finger snacks—mini muffins, granola bars, etc.)	\$350
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1,000

Items Provided by Applicant	Amount
Hours of organization, advertising, conducting the event (P2C \$20/hr x 50hrs; Yates \$20/hr x 50hrs)	\$2,000
YOUR TOTAL MATCHING CONTRIBUTION	\$2,000



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DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: 6 April 2018

Applicant Group/Resident Lead Name: Pollinator Partnership Canada

Signature(s): 

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- Design information, including site map and visuals of Project or Activity location
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Mandatory pre-application meetings must take place by March 30, 2018

Please submit this application with all applicable attachments to grants@victoria.ca by April 15, 2018.

Any questions may be directed to your Neighbourhood Advisor for the proposed location (see below).

Burnside-Gorge, Oaklands, Quadra-Hillside, Rockland

- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

Fairfield-Gonzales, North Jubilee, South Jubilee, James Bay

- Kimberley Stratford: kstratford@victoria.ca

Thank you for your application!



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Date: April 14, 2018

Applicant Group/Resident Lead Name: Nicholas Harrington

Signature(s): *Nicholas Harrington*

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- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

Fairfield-Gonzales, North Jubilee, South Jubilee, James Bay

- Kimberley Stratford: kstratford@victoria.ca

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PROJECT TITLE: Maddison Street Neighbourhood Block Party

PROJECT TYPE:

(Check one)

- Placemaking
- Activity

CONTACT INFORMATION:

- Not-for-Profit Organization, or
- Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Kelly Coupar, Deborah Maunder, Caelen Bright

Organization Name: *(if applicable)* _____

Mailing Address: 966 Maddison Street V8S 5C5, Victoria BC

Telephone: 604-358-0292

Email: Kelly.Coupar@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____

Contact Name: _____

Organization Name: _____

Mailing Address: _____

Telephone: _____

Email: _____



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PROJECT DESCRIPTION: Please describe your proposed project.

The neighbours along Maddison Street (located in the Fairfield-Gonzales Neighbourhood of Victoria), are planning block party to be held on Saturday, July 21, 2018. The event will encourage social interaction amongst the people who live along Maddison, as well as those who live on other nearby streets. Additionally, it will include volunteers who from our street who will offer up there time, and BBQs to cook a variety of delicious meat and vegetable items. Other activities opportunities for dancing to a live blues band; who has already been secured for the day. Other child-friendly activities such as soccer, street chalk picture making, and may be a jungle jam will be offered up to neighbours to enjoy.

SUSTAINABILITY: What is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years ____ years (specify)

How will your project be maintained through its lifecycle and retired after its intended lifespan?

Initial project planning for the event has already been completed (confirmed date, time, volunteers, and entertainment). Commitments from neighbours including those who have volunteered time have supported other neighbourhood building events in the past; and are confident in their abilities to plan future such events if there is a good turn-out, which is highly expected.

Who will assume responsibility for ensuring these actions are undertaken?

Kelly Coupar, Deborah Maunder, Caelen Bright will assume responsibility for ensuring these actions are undertaken.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

The event depends on a number of organizing volunteers, as well as neighbours to offer up time to BBQ, source food stuffs, coordinate entertainments, and get the word out of the actual event. The participation of the number of volunteers already, as well as those who have committed time encourages a high volume of community building. Additionally, the event itself includes:

- Mix of young and old attendees and volunteers share in the planning and the games and activities ((know your neighbours quiz, cake walk, etc.) which help form lasting connections between neighbours
- As we enjoy living on a street which is one of the last areas of Gary Oak meadows/ecosystems on the lower island, local volunteers provide education and updates on its maintenance during the party.
- Local businesses join in the fun and support. ?

BENEFITS: How will your proposed project benefit the community?

There are a number of benefits for hosting a block party, for example:

- To bring people together to help create a strong sense of community and neighbourhood pride
- To meet your neighbours and learn where they live and who lives there
- Knowing others in your neighbourhood and where they live improves community spirit and safety
- To increase the sense of belonging to your community
- To establish new friendships
- To encourage neighbours to look after the neighbourhood
- To plan other neighbourhood projects, that might inspire community connections



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APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

The event will be hosted by the neighbours of Maddison Street, who will secure a permit from the City of Victoria to close the block.

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

No there are no aspects of the project that present risks to people or property

PROJECT TIMELINE:

Start date: Saturday July 21, 2018 Completion date: July 21, 2018

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Fairfield-Gonzales

Street: Maddison Street

Address: Intersection of Maddison and Lawndale (where Garry Oak meadow and lane is located)

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
March 2018	Confirmed Date of Event – July 21, 2018
April 2018	Secured live entertainment (The Black Fish – Blues band)
May 2018	Confirm list of BBQ volunteers
June 2018	Confirm cost of food stuffs that will be bought
July 2018	Pre-Meeting Check-in with volunteers on event organization
July 21, 2018	Host block party

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ \$2065.00

Amount requested from the My Great Neighbourhood grant fund: \$ \$1000.00 (must not exceed 50% of total cost)



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Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Live entertainment	\$200.00
BBQ Food stuffs (approx. 20- 30 salmon, veggie, chicken, turkey, and meat burgers); 20-30 sparkling soda drinks, platters of food, salads etc.	\$600.00 500
Kids entertainment (rental for blow-up jungle jam), street chalk, bubbles etc.)	\$200.00
block party permit	
Admin fee FGCA	100
Project retirement cost and 15% maintenance contingency of total budget or as agreed with staff (\$1,500 max)	N/A
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000.00 \$

Items Provided by Applicant	Amount
3 BBQs (\$75.00 per BBQ per day) – see https://www.confettipartyrentals.com/equipment.asp?action=category&category=15 for reference estimate)	\$225.00
Event planning hours for volunteer (3 volunteers meeting 6 times, for one hour meeting @ \$20.00 per hour)	\$360.00
3 BBQ Volunteers, and 3 Event Set-up and Clean-up Volunteers for 4 hours @ 20.00 per hour	\$480.00
6 x 80	
YOUR TOTAL MATCHING CONTRIBUTION	\$1065.00



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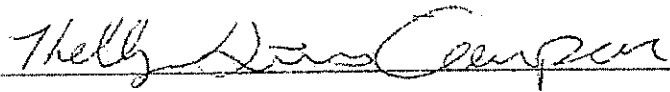
DECLARATION:

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Date: April 24, 2018

Applicant Group/Resident Lead Name: Kelly Coupar

Signature(s): 

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- Design information, including site map and visuals of Project or Activity location
- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer to the group they are supporting.

Mandatory pre-application meetings must take place by March 30, 2018

Please submit this application with all applicable attachments to grants@victoria.ca by **April 15, 2018**.

Any questions may be directed to your Neighbourhood Advisor for the proposed location (see below).

Burnside-Gorge, Oaklands, Quadra-Hillside, Rockland

- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

Fairfield-Gonzales, North Jubilee, South Jubilee, James Bay

- Kimberley Stratford: kstratford@victoria.ca

Thank you for your application!



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PROJECT TITLE: Family Happy Hour Nights

PROJECT TYPE:

(Check one)

Placemaking

Activity

CONTACT INFORMATION:

Not-for-Profit Organization, or

Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Maxine Toth

Organization Name: *(if applicable)* _____

Mailing Address: 425 Niagara St., Victoria, BC, V8V 1G9

Telephone: 250 – 208- 0605

Email: jamesbayhappyhour@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 119239036RR001

Contact Name: Darcy Topinka

Organization Name: James Bay Community School Society

Mailing Address: 140 Oswego St., Victoria, BC, V8V 2B1

Telephone: 250 389-1470

Email: dtopinka@sd61.bc.ca



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My Great Neighbourhood Grant Application

PROJECT DESCRIPTION: Please describe your proposed project.

We will be running bi-weekly sports evenings for families throughout the winter months (November to April). At the start of the season we will host a community dinner for everyone to meet and get enthused. The bi-weekly family sports nights involve booking the school gym for one hour in the evenings, and delineating half of the gym for free-style play for young children and the other half for a loosely organized game for adults and older children. We follow up the sports event with a potluck that is at a participant's house. We will collect a fee of \$5 per family (if able) for each attended week to cover the rental fees and other associated costs. At the end of the season we will close with another community dinner.

SUSTAINABILITY: What is the intended lifespan for your proposed project?

<1 year X 2 years 3 years 4 years 5 years ____ years (specify)

How will your project be maintained through its lifecycle and retired after its intended lifespan?

We piloted the program this year on a small scale. We would use the grant to put down a deposit, invest in some equipment, advertise further, and cover the initial dinner and insurance costs for the first year. As we continue to collect money we hope the pool would grow to have enough to cover these upfront costs for next year. The grant would provide us a chance to develop a sustainable way to gather funds to go towards the following year's booking and insurance fees.

Who will assume responsibility for ensuring these actions are undertaken?

Several people have volunteered to take on tasks. One person will track funds coming in and manage the budget, another will create a google calendar sign-up document to be shared, and another will create a facebook page. Many have already advertised. For the bi-weekly sports evenings, families will each sign up for a week for which they will be responsible for opening and closing the gym, picking up equipment from our house, and hosting the potluck.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

The community is already involved. We have had meetings to designate tasks and brainstorm ways to grow the program or make changes to it. The pilot program already involved many neighbours talking to their friendly acquaintances and inviting them. As stated above, community members will take on various tasks. Darcy, through the James Bay Community Centre, has also agreed to advertise the program through their newsletter, which will hopefully get more families involved. We also plan to use the grant, if we receive it, to try to host a start-up community dinner at the centre, as well as a closing dinner in the spring. These meals would be open to the entire community and allow people to engage with each other and be introduced.

BENEFITS: How will your proposed project benefit the community?

This is a family-centred program that builds up neighbourhood relationships. Our children are safer in a community in which they know more of their neighbours and this program connects the school to the community and families to each other. As parents, we can form relationships with other families and gain resiliency through our networks. The sports nights allow families to join together for a shared, fun experience and provides an inclusive space for newcomers to join in and meet new people. It also provides us with an opportunity to invite people we would like to get to know more to a regular event that feels safe and welcoming. A shared welcome and closing meal connects families with the larger community, while the bi-weekly events allow for frequent and regular contact. It also provides a chance for free play for children in a safe and supervised setting, allowing them to gain social and gross-motor skills. Adults can share the tasks of childminding on these nights, providing a break after the work-week. The sports nights encourage physical activity when it is dark out and families may often be otherwise indoors. The potluck allows families to know where other families live and gives community members a chance to open up their homes and welcome others.



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APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

We have been renting the gym through the James Bay School Association, and following any protocols they have in place for rentals. We have also talked about renting Jesse's Café for the dinners and that we would need to get an alcohol permit if people wanted to bring alcoholic drinks.

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

As with any sports programming, there is a risk of personal injury. We have been approved to get insurance through city programming coverage. The cost to us is \$190 for 6 months of coverage, and the contact person for this is Darlene Hammond from Crystal Pool.

PROJECT TIMELINE:

Start date: November 2018 Completion date: May 2019

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: James Bay

Street: Oswego St.

Address: James Bay Community Centre

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Spring	Book rental evenings; buy insurance
	Buy sports equipment
Summer	Create facebook page; design posters
Late September	Write up and submit blurb for JB Centre's newsletter
October	Send out google calendar; plan and host welcome dinner
November	Begin bi-weekly sports nights
March	Evaluate funds (budget for next year); plan closing dinner if funds available
May	Plan and host closing dinner

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 2930

Amount requested from the My Great Neighbourhood grant fund: \$ 1000 (must not exceed 50% of total cost)



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ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Insurance	\$190
Equipment	\$185
Welcome Community Dinner Food and Rental Fees	\$550
Deposit for gym rental	\$75
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Rental Costs for Gym	\$630
Volunteer Hours	\$600
Closing Community Dinner Food and Rental Fees	\$550
Donated Sports Equipment	\$200
YOUR TOTAL MATCHING CONTRIBUTION	\$1930



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4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 13, 2018

Applicant Group/Resident Lead Name: Maxine Toth

Signature(s): Maxine Toth

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- Design information, including site map and visuals of Project or Activity location
- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer to the group they are supporting.

Mandatory pre-application meetings must take place by March 30, 2018

Please submit this application with all applicable attachments to grants@victoria.ca by **April 15, 2018**.

Any questions may be directed to your Neighbourhood Advisor for the proposed location (see below).

Burnside-Gorge, Oaklands, Quadra-Hillside, Rockland

- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

Fairfield-Gonzales, North Jubilee, South Jubilee, James Bay

- Kimberley Stratford: kstratford@victoria.ca

Thank you for your application!



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My Great Neighbourhood Grant Application

HOW TO APPLY:

1. Read the Application Checklist and other information on our website
2. Get all of your supporting information together
 - Project design and/or activity plan information, including site map and sketches/photos of project location
 - If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project must accompany the application. (If the applicant is successful, the cheque will be made out to the partnering not-for-profit organization, who will be responsible for administering the funding to the applicant).
2. Arrange to meet with your Neighbourhood Advisor as soon as possible to discuss your initial proposal (our names are listed on the last page of this application form).
3. Complete the application form and send it to grants@victoria.ca

PROJECT TITLE: Co-op Café

PROJECT TYPE:

(Check one)

- No Placemaking
- Yes Activity

CONTACT INFORMATION:

- Yes Not-for-Profit Organization, or
- Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name Bruce Livingstone , and Chair Vanessa Hammond:

Organization Name: *(if applicable)* Victoria Health Co-operative

Mailing Address: 547 Michigan St, Victoria, V8V 1S5

Telephone: 250 415 6969

Email: livingarchitecture@icloud.com , and vichealthcoop@gmail.com

Society Registration Number: 833835457

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number:

Contact Name: _____

Organization Name: _____

Mailing Address: _____

Telephone: _____

Email: _____



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My Great Neighbourhood Grant Application

PROJECT DESCRIPTION: Please describe your proposed project.

Co-op Café.

We know that many in our community are curious about co-operatives, but do not have the time to attend a full-time academic course. We also know that not all of the co-operatives in our area are as well-known as they would like to be.

At every Victoria Health Co-op Annual General Meeting we offer display space to other co-ops. At the 2018 AGM these included Adrenalin Motor Cycle Co-op, Coast Capital, International Womens' Catering Co-op, Olio Arts Co-op, Mountain Equipment Co-op, Rainbow Co-op, The Co-operators, Vancity, Viridian Energy Co-op, Women In Need, the BC branch of the Co-op Housing Federation, also the BC Sustainable Energy Association, a community organizations.

Our plan for the **Co-op Café** is to meet bi-monthly, spend half the time on a topic related to Co-ops in general and the rest giving a local co-op the opportunity to discuss any topic it chooses.

SUSTAINABILITY: What is the intended lifespan for your proposed project?

<1 year Requesting funding for 1 year, anticipating continuation as our Members' Wellness Clinics, Choices, Hans Kai have become multi-year projects.

How will your project be maintained through its lifecycle and retired after its intended lifespan?

We will use our internal co-op education expertise to identify the Co-op Success topics and our existing network among Victoria co-operatives to invite the co-op sector speakers for each session. In co-operation with the Victoria Health Co-op and using our involvement with other groups and movements we will use word-of-mouth, social media, posters, the monthly James Bay Beacon article and sign-boards to bring in participants. We will encourage each participating co-op to offer a door-prize.

Who will assume responsibility for ensuring these actions are undertaken?

The project leader and leaders from the Boards of the Victoria Health Co-op and Creating Community Wellness Society will be responsible just as leaders from the Victoria Health Co-op have ensured that the Wellness Clinics have continued for ten years.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

Speakers will be invited from the many co-ops in Victoria, building on the 8 to 10 that have enjoyed having courtesy display space at the Victoria Health Co-op's AGMs for 8 years. We will encourage community members to suggest topics and pose questions before and during each session. We will invite the community organizations, political representatives, schools and businesses to participate.

BENEFITS: How will your proposed project benefit the community?

"Concern for Community", a Principle of the International Co-operative Alliance is at the core of co-ops in our area, and guides us in our work to support health and well-being, healthy diet and food security, environmental responsibility, physical activity, providing financial services that also contribute to community wellbeing, etc. It would be beneficial for more in the community to understand how such enterprises are formed, how they support democracy and how they provide an ethical way for groups to achieve business and community benefits.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

None.



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My Great Neighbourhood Grant Application

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

None.

PROJECT TIMELINE:

Start date: Start Aug 2018 Completion date: July 2019 (Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: James Bay _____

Street: 547 Michigan St Plus "teaser" cafés in other neighbourhoods, probably Fairfield, Fernwood, Downtown.

Address: _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Aug 2018	Area Co-operatives invited and Café schedule started, first topics chosen, outreach designed
Sept 2018	Article in JBB, media outreach underway, poster boards ready, first Café
Oct & Nov 2018	Continued outreach, Café/month, evaluation started
Jan – May 2019	9 Café/month, plans developed for on-going program
June 2019	1 Café, evaluation complete, funding sought for continuation
July 2019	Final Café of the season, report submitted, planning underway for 2019 – 2020

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ ~~10,535~~ 4600

Amount requested from the My Great Neighbourhood grant fund: \$ ~~5,000~~ 1000 (must not exceed 50% of total cost)

Budget

Items Funded by Grant	
Outdoor display stand for events and notices	\$248
Mobile snack and hot drinks cart, storage, food & coffee	\$500
8 x Room rental (8 x \$30 + GST)	\$252
Total requested	\$1000



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My Great Neighbourhood Grant Application

Items Provided by Applicant	
Outdoor display stand for event notices	250
Meeting furniture (table, chairs, display stands) \$40 per event x 8	240
Travel (Gas or bus pass, parking) \$7 x 25	175
Projector rental (\$150 per event x 8)	1200
Laptop rental (\$125 per event x 8)	1250
Event poster printing for 8 events	205
Financial management and report preparation (\$10 x 8 + \$100)	180
Event poster design for participating organizations	150
Our Matching Contribution	\$3600

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and am required to return the funds back to the City of Victoria.
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7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: 2018 04 20

Applicant Group/Resident Lead Name: Victoria Health Co-op Project Lead Bruce Livingstone Chair Vanessa Hammond

Signature(s): Bruce Livingstone  Vanessa Hammond 

Yes I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- yes Design information, including site map and visuals of Project or Activity location
- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer to the group they are supporting.

Mandatory pre-application meetings must take place by March 30, 2018



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My Great Neighbourhood Grant Application

how to Apply:

1. Read the Application Checklist and other information on our website
2. Get all of your supporting information together
 - Design and/or activity plan information, including site map and sketches/photos of project location
 - If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project must accompany the application. (If the applicant is successful, the cheque will be made out to the partnering not-for profit organization, who will be responsible for providing the funding to the applicant and ensuring that grant conditions are met).
3. Complete the application form and send it to grants@victoria.ca

PROJECT TYPE:

✓ Activity

CONTACT INFORMATION:

✓ Not-for-Profit Organization

PROJECT LEAD:

Contact Name: Chris Fleming

Mailing Address: 2-1020 Queens Ave

Telephone: (778) 587-5122

Email: christophershawfleming@gmail.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S-0035907

Contact Name: Chris Fleming

Organization Name: North Park Neighbourhood Association

Mailing Address: PO Box 661, 185-911 Yates St., Victoria, BC, V8V 4Y9

Telephone: N/A

Email: board@npna.ca



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My Great Neighbourhood Grant Application

PROJECT TITLE:

The North Park Neighbourhood Festival

PROJECT DESCRIPTION:

The North Park Neighbourhood Association would like to begin a tradition of summer festivals which showcase some of the amazing talent and great businesses that call North Park home. The festival is scheduled for June 2, between 11:30 am and 5:00 pm and is being organized in conjunction with the HarbourCats baseball team who have their season opener that night at Royal Athletic Park.

The North park Neighbourhood Association is looking to have food from our local businesses, business with goods to sell, (which will help support the costs of the festival), and service providers giving demonstrations. In addition, we're looking for local entertainers and children-friendly activities to provide activities for the whole family to enjoy.

The purpose of the festival is to showcase North Park to the larger community and show residents and non-residents alike why North Park is an amazing place to live.

SUSTAINABILITY:

What is the intended lifespan for your proposed project?

One day. We recognize that Great Neighbourhood funding is only available for the first event of this kind. We therefore intend to consider if and how this can be an annual event for the neighbourhood in future years.

How will your project be maintained through its lifespan and retired after its intended lifespan?

N/A

Who will assume responsibility for ensuring these actions are undertaken?

The North Park Board will be responsible for ensuring this festival is undertaken and completed.

COMMUNITY INVOLVEMENT:

Volunteers from the board and membership of the NPNA will take part in the planning, organizing, advertising, and logistics of the day itself. Further volunteers will be solicited during the NPNA's door to door campaign as well which will include non-NPNA members as well.

The North Park business community is also going to be engaged and encouraged to be imaginative in their participation as well.



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My Great Neighbourhood Grant Application

BENEFITS: How will your proposed project benefit the community?

The festival will benefit the community in many ways. This festival will bring out the North Park residents and will lead to a greater sense of community. It will also give North Park residents a chance to meet their neighbours and build connections furthering this sense of community. In addition, the festival is a great opportunity for the neighbourhood association to attract new members and allow the association to 'get the word out' on how residents can participate in their community.

The festival also will benefit the City as whole, as non-North Park residents can experience what this corner of Victoria has to offer and make North Park a 'go-to destination'.

Lastly, it will provide an opportunity for businesses in North Park to effectively reach new customers and connect with the community. It will also allow the business community to get to know one another and perhaps lead to spin off benefits, such as a greater recognition of a North Park commercial center.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g.. property owner permission, Heritage Alteration Permit, etc.)

The NPNA has applied for a special event permit for the event.

LIABILITY: Are there aspects of your project that present risk to people or property and therefore require dedicated insurance coverage?

There are liabilities and the NPNA has secured insurance for the event..

PROJECT TIMELINE:

Start date March, 2018 Completion date: June 02, 2018

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Vancouver St., between Green St. and Caledonia St.

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
March -- April	Planning for event and initial organization
April	Submit Permit Applications



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My Great Neighbourhood Grant Application

April - May	Soliciting participants and entertainment
April - May	Advertising
May	Secure equipment (tables / chairs/ receptacles, etc.)
June	Host event

PROJECT COST:

What is the total cost of the proposed project *(including in kind labour and donated goods and services)*:
 \$2,000

Amount requested from the My Great Neighbourhood grant fund: \$1,000

SAMPLE BUDGET: Example of activity project expenses for community clean up weekend event

Items Funded by Grant	Cost
Music	\$500
Face painters	\$100
Truck rental (for transport of tables and chairs)	\$200
Refreshments for volunteers	\$100
Advertising	\$100
TOTAL REQUESTED	\$1,000

Items Provided by Applicant	Cost
5 volunteers @ 10 hours @ \$20 per hour	\$1,000
OUR TOTAL MATCHING CONTRIBUTION	\$1,000

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The project will be carried out when and as described in the application. If there are significant changes to the project or if the project is not completed, I am responsible to notify the City of Victoria of any changes and am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with project implementation and for all life cycle costs described above.



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My Great Neighbourhood Grant Application

5. The project will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 13, 2018

Applicant Group/Resident Lead Name: Chris Fleming – President, North Park Neighbourhood Association

Signature(s):  _____

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

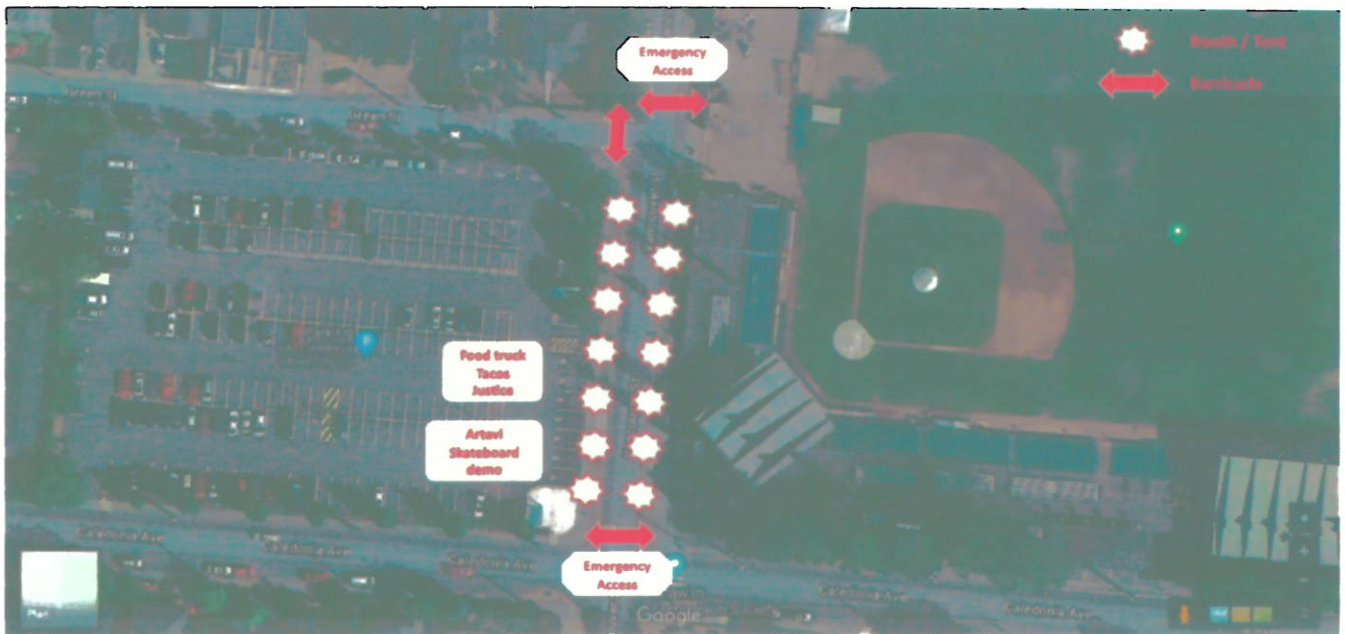
- Design information, including site map and visuals of project location
- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to provide to the group they are supporting.

Please submit this application by email with all applicable attachments to grants@victoria.ca no later than midnight on June 4, 2017.

Applicants may be contacted for further information.

Any questions may be directed to grants@victoria.ca

Thank you for your application!





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My Great Neighbourhood Grant Application

PROJECT TITLE:

Membership drive for the North Park Neighbourhood Association

PROJECT DESCRIPTION:

The North Park Neighbourhood Association is requesting \$1,200 from the City of Victoria to help procure communications materials for an outreach campaign to improve neighbourhood association membership and attendance at our monthly meetings while also making the broader community aware of ways, even beyond the neighbourhood association, in which they can get involved in their neighborhood. The membership drive will be a door-knocking campaign to explain to residents of our neighbourhood the membership benefits of the North Park Neighbourhood Association and the volunteer opportunities available and will also be a great opportunity to get a sense of the neighbourhood's concerns about North Park in the process. The costs associated with the campaign will go toward new communication materials, including buttons and information pamphlets.

SUSTAINABILITY:

What is the intended lifespan for your proposed project?

Less than one year

How will your project be maintained through its lifespan and retired after its intended lifespan?

Updates will be given at monthly neighbourhood meetings, and evidence of the campaign's success will be increased NPNA membership and higher turnouts at our monthly meetings.

Who will assume responsibility for ensuring these actions are undertaken?

Volunteers from the board and membership of the NPNA will take part in the campaign, but ultimately, I (Chris Fleming) will be responsible for ensuring all money is accounted for and every door in the neighbourhood has been knocked on.

COMMUNITY INVOLVEMENT:

The community will be invited to participate in the campaign and will also be solicited for ideas to increase membership and turnout for the NPNA's monthly meetings.

BENEFITS: How will your proposed project benefit the community?

The benefits to the community would be greater awareness of the opportunities North Park residents have in shaping the community they live in and being aware of other benefits to community involvement.



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My Great Neighbourhood Grant Application

Specifically, the NPNA has several board positions available for potential new members, opportunities to participate in the upcoming local area plan in a meaningful way, and the possibility of participating in the design the new Central Park with the City following the building of the new Crystal Pool. The benefits to the Neighbourhood Association would be increased membership and greater engagement with the community, while increasing attendance at the NPNA monthly meetings. In addition, through this engagement process, the NPNA will be more aware of the issues, concerns, and priorities residents have with respect to North Park making the NPNA much more responsive as an organization.

Furthermore, residents of our neighborhood, knowing there is an organization that supports civic-mindedness, may be more willing to undertake projects that benefit all residents. For example, during the campaign, residents are being made aware of the Victoria Foundation's small grants program for individuals to undertake small projects and receive up to \$500 to accomplish them. The benefit to the City of Victoria is having a more representative neighbourhood association with which to engage and will also benefit from the surveying of residents on their concerns and values with respect to the North Park.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g.. property owner permission, Heritage Alteration Permit, etc.)

None

LIABILITY: Are there aspects of your project that present risk to people or property and therefore require dedicated insurance coverage?

There could be certain liabilities with having volunteers walking around the neighborhood, but these are covered under our existing liability insurance.

PROJECT TIMELINE:

Start date: April 1, 2018 Completion date: June 30, 2018

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: North Park

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
March 15	Finalize grant communication material with Victoria Foundation
April 10	Have messaging prepared and approved by NPNA Board



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April 20	Have communication material printed (pamphlets, magnets, buttons)
April 20	Receive communications material from City of Victoria (Local Neighborhood Plans, Crystal Pool, etc.)
April 29	Volunteer organization meeting / script review
May 5	Begin door knocking campaign
June 30	End of door knocking campaign

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services):
 \$2,000

Amount requested from the My Great Neighbourhood grant fund: \$1,000

SAMPLE BUDGET: Example of activity project expenses for community clean up weekend event

Items Funded by Grant	Cost
North Park Buttons x 250	\$250
North Park Lanyards x 250	\$290
3-Panel, glossy pamphlets x 500	\$200
Volunteer Refreshments	\$260
TOTAL REQUESTED	\$1,000

Items Provided by Applicant	Cost
5 volunteers @ 10 hours @ \$20 per hour	\$1,000
OUR TOTAL MATCHING CONTRIBUTION	\$1,000

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The project will be carried out when and as described in the application. If there are significant changes to the project or if the project is not completed, I am responsible to notify the City of Victoria of any changes and am required to return the funds back.



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My Great Neighbourhood Grant Application

to the City of Victoria.

4. I assume all liability for activities associated with project implementation and for all life cycle costs described above.
5. The project will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 5, 2018

Applicant Group/Resident Lead Name: Chris Fleming – President, North Park Neighbourhood Association

Signature(s):  _____

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- Design information, including site map and visuals of project location
- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to provide to the group they are supporting.

Please submit this application by email with all applicable attachments to grants@victoria.ca no later than midnight on June 4, 2017.

Applicants may be contacted for further information.

Any questions may be directed to grants@victoria.ca

Thank you for your application!



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My Great Neighborhood Grant Application

HOW TO APPLY:

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3. Arrange to meet with your Neighborhood Advisor as soon as possible to discuss your initial proposal (our names are listed on the last page of this application form).
4. Complete the application form and send it to grants@victoria.ca

PROJECT TITLE: Connect and Secure Resident Lunch and Learn Workshops

PROJECT TYPE:

Activity

CONTACT INFORMATION:

Informal Group (not registered as a not-for-profit organization)

PROJECT LEAD:

Contact Name: MOLLY HAMILTON

Organization Name: (if applicable) Mariner's Landing Emergency Preparedness Committee

Mailing Address: 124. 75 Songhees Road, Victoria, BC, V9A 7M5\

Telephone 250-900-0540

Email: mollyhamilton@telus.net

Non-Profit Group: Shift Collaborative Society | Building Resilient Neighborhoods Initiative

Society Registration Number: _____

Contact Name: Stacy Barter

Organization Name: Shift Collaborative Society | Building Resilient Neighborhoods Initiative

Mailing Address: 1241 McKenzie Street, Victoria, BC, V8V 2W6

Telephone: 250-899-0179

Email: info@resilientneighbourhoods.ca



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My Great Neighborhood Grant Application

PROJECT DESCRIPTION: Please describe your proposed project.

I am the chairman of the Emergency Preparedness committee at Mariner's Landing 75 Songhees Road. We are interested in applying for a grant to start a "Connect and Prepare" lunch and learn type series for the residents of our building. There are 75 units with approx. 150 residents. The goal is to increase the connection amongst residents. This initiative is a result of our recent participation in the Connect and Secure pilot program organized by Building Resilient Neighbourhoods and the City of Victoria – Victoria Ready.

Most sessions will be given by residents for residents although we will also invite special guests to make some presentations. An example of this would be the Earthquake Preparedness workshop put on by Victoria Ready.

The money would be used to purchase snacks for the events as well as supplies for the activities and some office supplies. The expense budget is \$4780.00 for 12 events (see below) and we are requesting a grant in the amount of \$1000.00.

Here is an example of the workshops we would like to do:

1. How to work your portable radio
2. Facebook 101
3. Paintnite
4. Refurbishing Antique Cars
5. Flower Arranging 101
6. Making pillowcase dresses
7. How to make Pizza from an Italian
8. Fire Safety
9. Old Fashioned Sing-a-Long
10. Paddling 101
11. Quilting 101
12. Volunteer Day at the Homeless Shelter
13. Backstage visit to the Royal BC Museum
14. What to look for in a Family Doctor
15. Bridge 101
16. Piano 101
17. Learn to Sing
18. Landscaping / Gardening
19. Mariner's Got Talent
20. Emergency Preparedness 101 – EPC Committee members and Victoria Ready

SUSTAINABILITY: What is the intended lifespan for your proposed project?

Initially this project will be planned for one year. If successful, it is our intent to continue the program as long as our residents are interested and participating.

How will your project be maintained through its lifecycle and retired after its intended lifespan?

The Emergency Preparedness committee will organize the events throughout its lifecycle. At the end of one year, we will review the success of the project and determine whether we will continue.

Who will assume responsibility for ensuring these actions are undertaken?

The Emergency Preparedness committee will assume responsibility for ensuring the activities are undertaken.



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My Great Neighborhood Grant Application

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

The majority of these educational workshops will be put on by the residents of the building. It will be residents teaching residents.

BENEFITS: How will your proposed project benefit the community?

We have over 150 residents in the building. We will be drawing from the wealth of knowledge and experience found within our own residents to share their knowledge with the other residents.

We hope to offer enough variety that all residents will eventually participate and get to know their fellow residents better.

We hope that this neighborhood connection will strengthen the community within the building.

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (E.g. property owner permission, Heritage Alteration Permit, etc.)

None required.

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

None required.

PROJECT TIMELINE:

Start date: May 2018 Completion date: May 2019

PROJECT LOCATION:

Neighborhood: Vic West

Building and Address: Mariner's Landing 75 Songhees Road, Victoria BC



CITY OF VICTORIA
 1 Centennial Square Victoria,
 BC V8W 1P6
 E: grants@victoria.ca

My Great Neighborhood Grant Application

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
May 15, 2018 – June 15, 2018	Contact residents and firm up presenters for workshops and dates
June 15, 2018 – July 15, 2018	Develop Presenter Schedule, Posters and Sign up Sheets etc.
July 15, 2018 – May 15, 2019	Manage RSVP's for each presentation
July 15, 2018 – May 15, 2019	Re-confirm Presenters and Set up needs
July 15, 2018 – May 15, 2019	Set up, Conduct Presentation/Workshops & Tear Down Workshops
June 1, 2019	Write Final Report
June 7, 2019	Submit Final Report

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$4780.00

Amount requested from the My Great Neighborhood grant fund: \$ 1000.00



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My Great Neighborhood Grant Application

Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

Budgets examples can be viewed on the website.

ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Food Budget @50.00 per event x 12	\$ 600.00
Materials for workshops i.e. Flowers, Paint, Canvas	\$ 300.00
Printed material costs i.e. Paper, ink cartridges, posters, handouts	\$ 300.00
Contingency: 15%	\$ 180.00
Total	\$ 1380.00
TOTAL REQUESTED \$ 1000.00	

Items Provided by Applicant	Amount
Volunteers to Coordinate project: 50 hours @20.00	\$1000.00
Volunteers to Set up and Tear Down Workshops 24 hours x \$20.00	\$ 480.00
Volunteer Presenters – Preparation and Presenting: 8 hours x 12 presenters = 96 hrs at @20.	\$1920.00
Sub Total	\$3400.00
YOUR TOTAL MATCHING \$3400.00	



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My Great Neighborhood Grant Application

DECLARATION:

I certify that the information given in this application is correct. I agree to the following terms:

1. The grant application meets all the eligibility requirements of the My Great Neighborhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
3. The Project or Activity will be carried out when and as described in the application. If there are significant changes to the Project or Activity or it is not completed, I am responsible to notify the City of Victoria of any changes and am required to return the funds back to the City of Victoria.
4. I assume all liability for activities associated with Project or Activity implementation and for all life cycle costs described above.
5. The Project or Activity will be in compliance with all applicable municipal policies, bylaws and requirements of the City of Victoria respecting use of City property.
6. A final report conforming to the format on the last page of this application will be submitted.
7. I provide the City of Victoria permission to share my name and details of this application to outside organizations for the purpose of determining funds from those organizations for the project.
8. I acknowledge that information contained in this application will become a matter for the public record and is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act.

Date: April 4, 2018

Applicant Group/Resident Lead Name: Mariner's Landing Emergency Preparedness Committee / Molly Hamilton

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer to the group they are supporting.

Mandatory pre-application meetings must take place by March 30, 2018

Please submit this application with all applicable attachments to grants@victoria.ca by **April 15, 2018**.

Any questions may be directed to your Neighborhood Advisor for the proposed location (see below).

Burnside-Gorge, Oaklands, Quadra-Hillside,
Rockland

- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

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My Great Neighbourhood Grant Application

HOW TO APPLY:

1. Read the Application Checklist and other information on our website
2. Get all of your supporting information together
 - * Project design and/or activity plan information, including site map and sketches/photos of project location
 - * If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project must accompany the application. (If the applicant is successful, the cheque will be made out to the partnering not-for profit organization, who will be responsible for administering the funding to the applicant).
2. Arrange to meet with your Neighbourhood Advisor as soon as possible to discuss your initial proposal (our names are listed on the last page of this application form).
3. Complete the application form and send it to grants@victoria.ca

PROJECT TITLE: Gorge Waterway Swimming Infrastructure Planning

PROJECT TYPE:

(Check one)

- Placemaking
 Activity

CONTACT INFORMATION:

- Not-for-Profit Organization, or
 Informal Group (not registered as a not-for-profit organization)

If you're applying as an informal group, please include a letter of support from a registered not-for-profit organization.

PROJECT LEAD:

Contact Name: Robert (Jack) Meredith

Organization Name: *(if applicable)* Gorge Swim Fest Society

Mailing Address: 1003 McCaskill Street, Victoria, BC, V9A 4C1

Telephone: 250-588-2525

Email: jackmeredith@shaw.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S0061877

Contact Name: Robert (Jack) Meredith, President

Organization Name: Gorge Swim Fest Society

Mailing Address: 1003 McCaskill Street, Victoria, BC, V9A 4C1

Telephone: 250-588-2525

Email: jackmeredith@shaw.ca



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PROJECT DESCRIPTION: Please describe your proposed project.

The Gorge Waterway continues to become more popular for water-based recreation such as swimming, paddling, rowing and just plain hanging around this magnificent watercourse. This is, in large part, due to the massive clean up efforts that resulted in the Gorge Waterway being judged clean enough for swimming (in the year 2000). This rediscovery of the Gorge Waterway for recreation bodes well for maintaining the health of the waterway for now there are many more eyes on the waterway watching for potential abuses. However, this increased use has strained the existing infrastructure and community members are now asking for further infrastructure improvements and access points. The Gorge Swim Fest Society (GSFS) has taken a lead role in facilitating discussions around improving infrastructure for and access to the Gorge Waterway. This resulted in a long list of potential projects that were ranked by interested participants at various festivals in 2017 and provided to City staff for consideration in the new Vic West Neighbourhood Plan (VWNP).

The proposed VWNP now references supporting community led initiatives to improve access to the Gorge Waterway. This proposed project/activity is to bring together community members, not for profit organizations and government agencies to refine the highest ranked infrastructure ideas and determine barriers and solutions to their successful implementation. The GSFS has been in conversation with various community associations bordering the Gorge Waterway; the Vancouver Island Paddlers; the Gorge Waterways Loop Group; Gorge Waterway Initiative (GWI) member organizations and government agencies about this project. The response from these groups has been extremely supportive as they have received similar interest from their people about improving access to the Gorge Waterway. Several have volunteered to write letters of support if that would be useful to furthering this initiative.

SUSTAINABILITY: What is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years 20-50 years (specify)

How will your project be maintained through its lifecycle and retired after its intended lifespan?

This project/activity will hopefully lead to the implementation of swimming infrastructure that will last the next 20-50 years.

Who will assume responsibility for ensuring these actions are undertaken?

The responsibility for the maintenance of the infrastructure projects will be an integral part of the planning of the potential projects.

COMMUNITY INVOLVEMENT: How will your proposed project involve the community during and following implementation?

An inherent part of the project is to bring together the various stakeholders (community members; not for profit organizations and government agencies) to develop win/win/win ideas and solutions.

BENEFITS: How will your proposed project benefit the community?

This project is intended to increase infrastructure around and access to the Gorge Waterway that will bring it back to the glory days of the late 1800's and early 1900's when the Gorge Waterway was Victoria's summer resort with thousands of people flocking to use it throughout the summer. One of the primary goals of the Gorge Swim Fest Society is to increase the number of people using the Gorge with the assumption that the more people loving the Gorge the more likely the Gorge is to be protected from potential abuses. This project/activity has a very similar goal of making the Gorge Waterway more accessible to community members who desire to recreate in and around the Gorge Waterway.



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APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project? (e.g. property owner permission, Heritage Alteration Permit, etc.)

No approvals or regulatory requirements must be met for this planning project/activity but issues of approvals and regulatory requirements will be an import aspect of the discussions that will take place during the project/activity.

LIABILITY: Are there aspects of your project that present risk to people or property? How will the risk be managed? (e.g. insurance)

This project/activity is essentially facilitating the brainstorming, planning and problems solving associated with developing infrastructure on and access to the Gorge Waterway. Therefore, there will be no significant risks to people or property.

PROJECT TIMELINE:

Start date: June 1, 2018

Completion date: December 31, 2018

(Projects must be completed within one year of receiving funds)

PROJECT LOCATION:

Neighbourhood: Vic West

Street: Banfield Park

Address: 521 Craigflower Road

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
June 1, 2018	Project charter drafted and sent to stakeholders
Mid June 2018	Initial meeting of stakeholders
July 1, 2018	Project charter approved by stakeholders
July 22, 2018	Gorge Swim Fest & promotion of project to community members/organizers
July, 2018	Second meeting of stakeholders to short list ideas and identify barriers and next steps required.
August, 2018	Third meeting of stakeholders to review cost estimates for projects and proposed resolution of barriers plus identify next steps
September, 2018	Fourth meeting of stakeholders to finalize project report.

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 18,000

Amount requested from the My Great Neighbourhood grant fund: \$ 1000 (must not exceed 50% of total cost)



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Please complete one of the following budgets (choose either Placemaking project or Activity Grant)

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ACTIVITY PROJECT BUDGET:

Items Funded by Grant	Amount
Honorarium for professional facilitator	\$100
Meeting room rental	\$100
Supplies	\$100
Refreshments for meetings	\$100
Printing	\$100
Drafting/Artwork renderings of short listed ideas	\$500
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1,000

Items Provided by Applicant	Amount
Project management	\$1000
Stakeholder participation (Four – 2 hour meetings of 20 participants = 1600 person hours)	\$16,000
YOUR TOTAL MATCHING CONTRIBUTION	\$17,000



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Date: _____

Applicant Group/Resident Lead Name: _____

Signature(s): _____

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- Design information, including site map and visuals of Project or Activity location
- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner providing their support on the project needs to accompany the application. If the applicant is successful, the grant payment will be made to the not-for-profit organization to administer to the group they are supporting.

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Burnside-Gorge, Oaklands, Quadra-Hillside, Rockland

- Gary Pemberton: gpemberton@victoria.ca

Downtown-Harris Green, Fernwood, North Park, Victoria West

- Michael Hill: mhill@victoria.ca

Fairfield-Gonzales, North Jubilee, South Jubilee, James Bay

- Kimberley Stratford: kstratford@victoria.ca

Thank you for your application!