



My Great Neighbourhood Grant Application



PROJECT TITLE: (LE BLONDE) FOUR PRONGED APPROACH TO COMMUNITY DEVELOPMENT AND WELL-BEING

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: Kathleen Young and Kathleen (Katya) Naraghi

Organization Name: *(if applicable)* Le Blond Building (CRD Disability)

Mailing Address Personal info Victoria, BC V8T 5K3

Telephone: Kathleen Young Personal info and/or Katya Naraghi Personal info

Email: Personal info

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____

Contact Name: Kate Lambert

Organization Name: CRD Housing

Mailing Address: _____

Telephone: 250-360-3376

Email: klambert@crd.bc.ca

PROJECT DESCRIPTION: Please describe your proposed project

Four prong approach to community development and well-being at the Le Blond building.
We have been and want to continue to carry out and develop more activities that support

- a) Education – Guest speakers through Silver Threads Organization
- b) Connection – Monthly coffee mornings and Seasonal gatherings around holidays and birthdays
- c) Nutrition – the monthly food project through the help of the Food Share Network *Rescue Food*
- d) Mental health – Guest Speakers around issues of disability, minimum income, isolation, and limited mobility.

Two of us have been organizing and promoting b and c but we don't have the funds to continue. In addition, after speaking to Susan Bauer of Silver Threads, we wish to add in sections a and d.



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SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years ONGOING

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

We hope to continue the activities around food and social gatherings with a one year goal to bring in guest speakers. At the end of this year we will evaluate next steps for each.

Who will assume responsibility for ensuring these actions are undertaken?

Kathleen Young and Katya Naraghi. We are waiting to hear back from our third person who has been working with us. There is the possibility of a committee of 3 or 5.

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

Our activities are always cooperative efforts. We first informally poll most of the tenants before and after and rely on joint support for success. Our food project, although organized by Kathleen and Katya is actually community cooperative where many help to set up, distribute, and clean up for the three or four days a month that the food project takes place. The same is true for our social gatherings. In the past, our guest speakers have been the type that empower each in our own lives to be more active and hopeful. If a project is not supported by a prior consensus we would not continue. For example, last year the connect and prepare project was requested by many tenants. It was held over three months and the participation was constant throughout. The same has been true of the food project, the social gatherings and celebrations.

BENEFITS: How will your proposed project benefit the community?

Our community is disabled. It is a challenge for each to meet needs financially which affects nutrition and mental well being. The activities we have chosen are all to help each feel a sense of belonging, hopefulness, joy and empowerment in their surroundings and personal situations. We look for community activities that promote practical tips and education while involving the members and benefitting them at the same time. There are some that had never come out of their apartments to meet their neighbors prior to these efforts. This work has given all of us a sense of service, belonging, and joy.

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

Not applicable.

PROJECT TIMELINE:

Start date: November 2019 Completion date: November 2019

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

PROJECT LOCATION:

Neighbourhood: Selkirk – Gorge area

Street: Personal info

Address: Victoria, BC, 2019

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Monthly all events for one year	All four prongs realized. Benefits will be measured by attendance and tenant
	Feedback written and orally.

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ \$2270 plus 880 vol hours with speaker donations

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



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Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Food Project supplies ½ of expenses of \$240.	\$120.00
Monthly gatherings for Coffee morning and for monthly birthdays. ½ of expense of 360.00	\$180.00
Seasonal Gatherings as listed in the enclosed. Total \$1320.00 x 1/2	\$610.00
Guest Speakers as described in the enclosed. Estimated total \$450 x ½ (waiting to hear prices from Silver Threads. Low estimate reflects the discounts	\$225.00
Total of 1/2	1135.00
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000.00

Items Provided by Applicant	Amount
Total portion covered by tenants	\$360.00 not covered
See enclosed. Our contribution is volunteer hours or sweat equity of 880 hours x \$20.00. Total is \$17,600	\$17,000.00
Silver threads is covering a portion of the speakers which is reflected in the low estimate.	\$500.00?
YOUR TOTAL MATCHING CONTRIBUTION	360+500?+17000



My Great Neighbourhood 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 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 I 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: October 08, 2019

Applicant Group/Resident Lead Name: Kathleen Young and Kathleen Naraghi (Katya)

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 indicating their support for 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 and disburse funds to the group they are supporting.

LEBLOND COMMUNITY DEVELOPMENT GRANT			
4 PRONG APPROACH			
		Volunteer	Financial
4 Prongs	Description and Monthly estimate	Yearly	Yearly
1. FOOD PROJECT THROUGH FOOD SHARE NETWORK	Monthly Fresh Veggies, fruit, some dairy, toilet paper for 31 apartments. LeBlond disability units Monthly volunteer hours 45 (divided 5 people). Set up, clean up, pick up product, clean up, supplies Expenses: Gas and supplies: \$20. montly	Volunteer value Hour x \$20 45 x 12 x \$20 = \$6480	\$20 x 12= \$240.00
2. Monthly coffee mornings and monthly birthday celebrations.	Volunteer: Set up, clean up 10 hours – 2 people 5 each. Financial: Coffee, tea, milk, sugar, refreshments, birthday cakes.	Volunteer value 10x12x\$20= \$2400	\$30 x12= \$360.00
3. Seasonal gatherings with dinner and music held this year and planned for upcoming year. Thanksgiving, Halloween, Christmas, New Year, Valentine's Day, St Patrick's, Easter Sunday, Mother's Day, Canada Day	Food, supplies, beverage, entertainment, volunteer set up and clean up. Thanksgiving - \$75.00 Halloween- \$35.00 Xmas- \$100.00 New Year's \$100.00 Valentine's Day \$45.00 St. Patrick's Day \$45.00 Easter Sunday \$50.00 Mother's Day \$35.00 Canada Day \$35.00 Guitar Music \$80.00 x 10 = 800	120 hours X \$20 \$2400.00	Total \$1320.00

TOTAL Annual Volunteer hours: 880x \$20 = \$17,600. Annual Financial= \$2370

PROJECT TITLE: THE HOUSING PROJECT 101

PROJECT TYPE: Activity

CONTACT INFORMATION:

PROJECT LEAD:

Contact Name: Alison Boston

Mailing Address: Personal info Victoria, B.C. V8V 2Y5

Telephone: Personal info

Email:

PARTNERING NOT-FOR-PROFIT GROUP: VICTORIA EVENT CENTRE

Society Registration Number: _____

Contact Name: Eric Nordal

Organization Name: Victoria Event Centre

Mailing Address: 1415 Broad Street, Victoria, B.C. V8W 2B2

Telephone: 250 380 1280

Email: eric@victoriaeventcentre.ca

PROJECT DESCRIPTION:

The Housing Project 101 is a Transformational Theatre Project on Rental Housing. It creates Forum Theatre working with tenants, property managers, landlords, condo strata councils, and any other interested individuals drawn from the general public. Previous theatre experience is not necessary, although theatre artists are welcome to participate.

Through Transformational Theatre workshopping, rooted in the techniques of Augusta Boal's Theatre of the Oppressed and David Diamond's Theatre for Living, The Housing Project 101 offers individuals an opportunity to come together to better understand the struggles of our rental housing communities in hopes of improving relations and possibly even enhancing our affordable rental housing stock. Individuals (minimum 8, maximum 30) are invited to participate in an introductory 6-8 hour intensive workshop which helps them better connect with, understand and articulate the motivating triggers that contribute to their respective problems as tenants, property managers, landlords and property owners, re: long term/permanent residential rentals.

Individuals (minimum 6 maximum 12) who complete the initial intensive workshop, are invited to return for a weekend intensive (18-20 hours) resulting in a publicly-presented Forum Theatre piece during which the audience members are invited to actively participate to offer solutions to the conflicts presented on stage.

SUSTAINABILITY: N/A

COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or

following implementation? 1. Community organizations and individuals are invited to collaborate in the formative development of the project. 2. General public is invited to actively participate in the workshops to create a forum theatre piece. 3. General public is invited to attend and actively participate in public presentation of the resulting forum theatre piece.

BENEFITS: How will your proposed project benefit the community? **The Housing Project offers tenants, landlords, property managers, and strata councils an opportunity to come together to better understand the struggles of each group with regard to long-term/ permanent residential rentals in our current rental housing crisis in hopes of improving relations, and possibly even enhancing our affordable rental housing stock.**

APPROVALS: What approvals and/or other regulatory requirements must be met to complete your project?

No apparent approvals are required.

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

- This work can sometimes be triggering, and therefore an emotional support person is present during workshops and public presentations to assist individuals who seek emotional support.
- There is also always the danger of physical injury resulting from activity in the workshop space, and public presentation.
- For workshops participants will be asked to sign a waiver for emotional and/or physical injury.
- For public presentations, the venue insurance requirements will determine if additional liability protections need to be in place, and will be established on a venue basis.

PROJECT TIMELINE: Start date: November 1st, 2019 Completion date: March 31st, 2020

PROJECT LOCATION:

Neighbourhood: The City of Victoria, especially the target groups of the downtown core, and communities within walking distance of the downtown core, including but not limited to: James Bay, Cook Street Village, lower Fairfield, Harris Green, Fernwood and Vic West.

Street: n/a

Address: varies, see Community Contributions

WORKPLAN SCHEDULE:

Date	Milestone
2019-11-15 to 2019-12-15	Project timeline established, partners in place, participation invitations and surveys created and disseminated; donations sought
2019-12-15 to 2020-02-01	Break for Christmas, processing response to invitations and surveys, prepping for workshops: scheduling workshops, soliciting and registering

	participants
2020-02-01 to 2020-03-01	Workshops held, public Forum Theatre event scheduled for early March and promoted, invitations sent
2020-03-01 to 2020-03-31	public Forum Theatre event presented early March
2020-03-31	Project completed, with documentation and written results.

PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*):
 \$4,080.50

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

Please complete following budget

Items Funded by Grant	Amount
Honorarium for volunteer Citizen's Counselor/Psychologist (approx 32 hours)	\$250.00
Honorarium for Production/Promotions/Communications Assistant	\$250.00
Honorarium for Lead Person/Workshop Facilitator	\$500.00
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1,000.00

Items Provided by Applicant	Community Donations	Volunteer Pay Rate \$20/hr	Total Matching Contribution	Professional Services Pay Rate
Workshop space Donations: VEC X 2 days, Saturday and/or Sunday, 16 X \$50/hour = \$800.00 James Bay New Horizons X 8 hours workshop space, 8 X \$50 = \$400.00	\$1,200.00			
Public presentation venue – James Bay New Horizons, 4 hours X \$50.00 = \$200.00	\$200.00			
Printing posters, flyers:(500 b&w X 0.12 = \$60.00) + (50 color X 0.41 = 20.50) see: Community Contributions for details of current donations	\$80.50			
Workshop Preparation (1.5 hours per hour of workshop//approx 42 hours X \$30/hour)		\$840.00		\$1,260.00
Workshop and Public Presentation facilitation (approx (32 hours x \$60.00)-\$500=)		\$140.00		\$1,420.00
Production/Promotion/Communications Assistant (approx (74 hours X \$25.00) - \$250.00=)		\$1,230.00		\$1,600.00
Counselor/Psychologist (((\$60/hour X 32)-\$250=)		\$390.00		\$1,670.00
Total Professional Services Donated @ Professional Fee Rate N.B. not included in total cost of project; shown here only to reflect the true value of services donated.				\$5,950.00
Total Donated Professional Services as Volunteers		\$2,600.00	\$2,600.00	
Total Donated Goods	\$1,480.50		\$1,480.50	
TOTAL MATCHING CONTRIBUTION			\$4,080.50	

COMMUNITY CONTRIBUTIONS

ALISON BOSTON PROFESSIONAL SERVICES: Producer, Workshop Facilitator, and some printing

VICTORIA EVENT CENTRE/Eric Nordal: non-profit community partner, venue for intensive weekend workshop

VICTORIA DOWNTOWN RESIDENTS ASSOCIATION: Community outreach through inclusion in newsletter

RABBI LOUIS SUTKER, PHD, Spiritual Advisor, Our Place; Emotional Support Person

DANIELLE LUSSIER: independent marketing professional: Production Assistant

JAMES BAY NEW HORIZONS, 234 Menzies Street, Victoria, B.C. , donating accessible space for 1X8 hour workshop session, and 1 public event; community outreach through membership, and some printing.

VICTORIA DISABILITY RESOURCE CENTRE, 817A Fort St, Victoria, BC V8W 1H6. Public outreach through website and social media; printing of 10 pages full color.

The above list of community contributions has been established in only 10 days; and the project has received an enthusiastic response from other potential community partners with whom I am in discussion.

DECLARATION:

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Date: October 8, 2019

Applicant Group/Resident Lead Name: Alison Boston

Signature _____

I have completed the Readiness Checklist



My Great Neighbourhood Grant Application



PROJECT TITLE: Moving from Fear to Confidence: Building Capacity for Engagement

PROJECT TYPE:

(Check one)

Placemaking

Activity

CONTACT INFORMATION:

Not-for-Profit Organization

PROJECT LEAD:

Contact Name: Sandra Severs

Mailing Address: **Personal info** Victoria, B.C. V8T 0C3

Telephone: **Personal info**

Email: **Personal info**

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S0048117

Contact Name: Paul Gandall

Organization Name: Downtown Victoria Residents Association

Mailing Address: 1715 Government St. Victoria, BC V8W 1Z4

Telephone: 250-230-5090

Email: president@victoriadra.ca

PROJECT DESCRIPTION: Please describe your proposed project

- **Goal:** To run a pilot half-day workshop for residents and business employees of the Downtown providing a simplified form of non-violent crisis intervention training.
- **Purpose:** To increase the skillset and decrease the anxiety of those coming in contact with street-entrenched individuals
- To help residents and employees understand the challenges faced by people experiencing homelessness by introducing them to fellow residents of the city who have lived experience of homelessness
- To provide residents/business employees with skills and confidence to engage homeless individuals in the city in a respectful and caring manner.
- To address feelings of insecurity and fear experienced by many business employees and housed residents of the Downtown Victoria when encountering folk struggling with homelessness and/or mental health or substance use concerns.



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SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

- <1 year
- 2 years
- 3 years
- 4 years
- 5 years

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

Who will assume responsibility for ensuring these actions are undertaken?

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

The workshop will be designed in consultation with members of the business community, members of the Residents Association as well as with staff and peers of the Greater Victoria Coalition to End Homelessness and the Downtown Service Providers. Follow up will be done through email contact and a workshop survey as well as through suggestions for next steps proposed as a result of the engagement process in the workshop.

BENEFITS: How will your proposed project benefit the community?

The DVBA's first annual report on the Downtown listed security concerns as one of the top four issues related to quality of life. Ongoing conversations in the 900 Block of Pandora good neighbour committee reveal significant concern about engagement with those who are struggling with homelessness and have mental health and/or addictions issues. Letters to the editor and comments on social media reveal strong feelings of fear about possible encounters of violence.

This project proposes to tackle those concerns head on by teaching skills for engagement that are respectful. Our belief is that if people have knowledge and interaction skills they will feel less anxiety and respond with greater compassion and respect when encountering those who are struggling. Doing so, they will help to strengthen the experience of community in the City of Victoria.

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 during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

None required.



My Great Neighbourhood Grant Application

**PROJECT TIMELINE:**

Start date: April 1, 2020

Completion date: April 30, 2020

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

PROJECT LOCATION:

Neighbourhood: Downtown-Harris Green

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
November 2019	Consultations with GV Coalition to End Homelessness, Downtown Service Providers, Downtown Victoria Business Association and business owners
January 2020	Hiring of a facilitator
February 2020	Begin planning for half-day workshop – setting location, time, content design
March 2020	Advertising of event, registration
April 2020	Event, evaluation, grant report evaluation

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$2,195

Amount requested from the My Great Neighbourhood grant fund: \$970 (must not exceed 50% of total cost)



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Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Event facilitator (1/2 day@\$1,000/day)	\$500
Room Rental @Library	\$140
Peer workers (3 peers x 4 hours x \$15)	\$180
Miscellaneous (snacks, coffee, printing)	\$150
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$970

Items Provided by Applicant	Amount
Labour @\$25/hr	
Design consultation (with community & business groups, framework development- 12 hrs)	\$300
Hiring facilitator (job description, interviewing, contract creation - 4 hrs)	\$100
Advertising/networking (talking to community and business leaders - 15 hrs)	\$375
Event planning (consulting with peers, planning the flow - 8 hr)	\$200
Event support (space preparation, workshop delivery , cleanup - 7 hr)	\$175
Followup (survey tabulation, grant report writing, report to supporters, next steps - 3 hr)	\$75
YOUR TOTAL MATCHING CONTRIBUTION	\$1,225



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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.
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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.
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Date: October 15, 2019

Applicant Group/Resident Lead Name: Downtown Victoria Residents Association

Signature(s): Sandra Severs – Chair, Urban Livability Committee, Downtown Residents Association



My Great Neighbourhood Grant Application



PROJECT TITLE: City of Victoria Citizen's Forum on the Climate Crisis

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: Dr. Simon Pek and Mr. Richard A. Johnson (co-leads)

Organization Name: *(if applicable)* (n/a)

Mailing Address: **Personal info** Victoria, B.C., V8W 1K2

Telephone: **Personal info** _____

Email: **Personal info** _____

PARTNERING NOT-FOR-PROFIT GROUP: MASS LBP

Society Registration Number: Note: Our partner is not a BC-based society. We do not currently have a partnering non-profit. We plan to draw on the in-kind contributions of MASS LBP, a boutique Canadian community engagement consultancy with extensive experience conducting such forums. We are appending a letter of support from them.

Contact Name: Chris Ellis

Organization Name: MASS LBP

Mailing Address: 3A Gilead Pl., Toronto, Ontario, M5A 3C8

Telephone: 416-841-4433

Email: chris@masslbp.com

PROJECT DESCRIPTION: Please describe your proposed project

Our project proposes to convene a **City of Victoria Citizens' Assembly on the Climate Crisis**—a transformative event focused on having a descriptively representative cross-section of our diverse community deliberate on how they think our climate crisis ought to be dealt with. Municipal public servants and elected officials have many difficult policy decisions to manage—many are focused on environment and climate issues. The majority of these particular issues 'seem' intractable as they take great effort or compromise on behalf of residents and business and are linked to globally collective, and therefore intangible, results. We want to help develop a clear mandate for public servants and politicians to become **more ambitious in their climate and environmental policies.**

Participants would be selected through targeted recruitment based on demographic factors including self-identified gender, age, geography, income (by proxy), and belief in the need for climate action. We would seek to have approximately 100 residents participate. Participants would meet over one weekend in the City of Victoria, during which they would have access to a broad array of experts and facilitation in order to ensure robust, inclusive discussions. To develop this event, we would draw on the in-kind contributions of MASS LBP, a boutique Canadian community engagement consultancy with extensive experience conducting such forums. The desired output of the Citizens' Assembly would be to document participants' perspectives on what values and priorities they feel should underpin efforts to tackle the climate crisis at a municipal level.



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SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

- <1 year
- 2 years
- 3 years
- 4 years
- 5 years

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

Who will assume responsibility for ensuring these actions are undertaken?

Project co-leads Dr. Simon Pek and Mr. Richard A. Johnson assume responsibility for leading the activity, including documentation and reporting:

Simon Pek, Assistant Professor of Sustainability and Organization Theory, joined the Gustavson School of Business at the University of Victoria in 2017. Simon teaches and researches in the area of sustainability and organization theory. His primary research explores how organizations and the individuals within them embed social and environmental sustainability into their cultures, strategies, and daily operations. Simon also co-founded and serves as a member of the board of directors of Democracy In Practice, a non-profit dedicated to democratic experimentation, innovation, and capacity-building. In this capacity, he spoke at the Council of Europe's World Forum for Democracy 2016, where Democracy In Practice was selected as a finalist for the Democracy Innovation Award.

Richard A. Johnson, Associate and Senior Facilitator with MASS LBP, Canada's home for democratic innovation and public strategy. Since 2007, MASS has led some of the country's most original and ambitious efforts to engage citizens in tackling tough policy choices while pioneering the use of Civic Lotteries and Citizens' Reference Panels. Richard has facilitated dozens of Citizens' Assemblies on topics including transit policy, housing, health care, and sustainability, bringing together people of diverse backgrounds and perspectives to articulate shared goals and priorities for public policy. He has also written articles for the *Toronto Star*, *The Globe and Mail*, *The Walrus*, *THIS Magazine*, and more.

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

This project has a close fit with the goals and vision of the My Great Neighbourhoods program, involving the community by:

- Inviting and bringing together a diverse cross-section of Victoria residents to learn and to engage each other through facilitated deliberation;
- Working together as citizens of this great community to identify common values, issues and priorities for addressing the climate crisis;
- Enhancing our community's collective quality of life, given the City's focus on sustainability and climate action;
- Promoting community development and community programming;
- Being initiated and led by two local Victoria residents (see biographies above) with relevant programming expertise; and
- Serving as a pilot project for other city public consultation initiatives.

BENEFITS: How will your proposed project benefit the community?

This project will benefit with community by:

- Engaging local citizens in the issues and priorities for sustainable solutions to the climate crisis;
- Exposing local citizens to processes of participatory democracy through deliberation, increasing citizen engagement in general
- Helping the City of Victoria achieve its ambitious Climate Leadership Plan by: increasing awareness of Victoria's sustainability efforts; and providing the city with rich data that represents the informed opinion of a representative cross-section of residents; and
- Increasing political efficacy and political interest in municipal politics and governance in a non-partisan manner.

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

Approval for use of the combined council chamber and antechamber for the activity, or other suitable venue, with security costs covered by the grant.



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

PROJECT TIMELINE:

Start date: Fall 2019 _____ Completion date: Fall 2020 _____

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

PROJECT LOCATION:

Neighbourhood: City of Victoria _____

Street: (Venue TBC, City of Victoria Council Chamber) _____

Address: _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Fall 2019-Winter 2020:	Preparation by organizers and coordination with City of Victoria staff.
Spring 2020:	Recruiting potential participants through promotion and targeted recruiting.
Summer 2020:	Convening City of Victoria Citizens' Forum on the Climate Crisis
Fall 2020:	Debrief among organizers, City staff, & participants; Documentation & publishing of results

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 3302 _____

Amount requested from the My Great Neighbourhood grant fund: \$ 932 _____ (must not exceed 50% of total cost)



**My Great Neighbourhood
Grant Application**





My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Security costs for the use of the combined Council Antichamber / Chamber (up to 100 people total). 16 hours @ \$23.87*1.13	\$ 432
Costs for coffee, tea and snacks during the meetings (we will seek sponsorship to defray cost): \$3.50 per person * 100 people	\$ 350
Office supplies (printing, paper, markers) \$2.00 per person * 100 people	\$ 200
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$ 982

Items Provided by Applicant	Amount
40 hours of Simon Pek's time (\$800 for 20 hours at 20\$/hr)	\$ 800
40 hours of Richard Johnson's time (\$800 for 20 hours at 20\$/hr).	\$ 800
6 hours of Chris Ellis', Sr. Director of MASS LBP, time in kind (\$720 at 6 hours at 120/hr).	\$ 720
YOUR TOTAL MATCHING CONTRIBUTION	\$ 2320



My Great Neighbourhood Grant Application



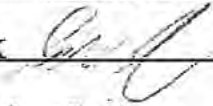

DECLARATION:

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 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 I 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: 15 October 2019

Applicant Group/Resident Lead Name: Simon Pek and Richard A. Johnson (co-leads)

Signature(s): Simon Pek  Richard A. Johnson 

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 indicating their support for 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 and disburse funds to the group they are supporting.



My Great Neighbourhood Grant Application



PROJECT TITLE: Remembrance Illuminated

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: Chris Coleman and Michael Utgaard

Organization Name: *(if applicable)* Christ Church Cathedral

Mailing Address: 930 Burdett Ave, Victoria V8V 3G8

Telephone: 250-383-2714

Email: thecmcs@telus.net

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____

Contact Name: _____

Organization Name: _____

Mailing Address: _____

Telephone: _____

Email: _____

PROJECT DESCRIPTION: Please describe your proposed project

The 20-minute show will feature images of Canadians (including many from Victoria) who made sacrifices during World War I right up to peacekeeping missions and Afghanistan. The images will be projected on the south tower of Christ Church Cathedral. The show will be held over 4 evenings leading up to Remembrance Day (Nov. 8-11). The public can view the display from the south green space known as Cathedral Commons from 6 pm to 8 pm. They will be offered hot chocolate and invited to view the wartime display in the cathedral.



My Great Neighbourhood Grant Application



SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

- <1 year
- 2 years
- 3 years
- 4 years
- 5 years

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

Who will assume responsibility for ensuring these actions are undertaken?

THE TWO CO-CHAIRS ON BEHALF OF CHRIST CHURCH CATHEDRAL

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

BEFORE: The whole Cathedral Hill neighbourhood including individuals, non-profit groups and businesses will be invited to the event as well as military groups and the wider Victoria community.

DURING: The light shows will bring people together in a popular outdoor space to recognize the individuals on display, and to see the war memorials in the cathedral.

AFTER: Those in attendance can sign up to receive notice of regular tours and events. They will consider the Cathedral Commons lawn as an inviting city space to visit again.

BENEFITS: How will your proposed project benefit the community?

The project will offer the community a reminder that the Cathedral Commons is a multipurpose green space for the community, and the light show offers them a temporary public art display that offers a different way to acknowledge the sacrifices that Canadians made during times of peacekeeping or conflict.

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. The cathedral is the property owner.



My Great Neighbourhood Grant Application



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

The cathedral's existing insurance policy will cover the event.

PROJECT TIMELINE:

Start date: Oct. 11 Completion date: Nov.11

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

PROJECT LOCATION:

Neighbourhood: Fairfield

Street: Burdett

Address: 930 Burdett Ave.

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Concept development of light show	Sept 2019
Testing projector	October 2019
Promotion to neighbourhood	October 20 to Nov. 8
Poster and media release finalized	October 18
Social media promo to community	October 20
Purchase supplies	Nov.
Volunteer orientation	Nov.5
Deliver program	Nov, 8,9,10,11

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 9,000

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



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Partial coverage of rental of projector and associated artistic show development	1000
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$

Items Provided by Applicant	Amount
Volunteer labour 10 people x 30 hrs each x \$20/hr	6000
Hot chocolate and miscellaneous printed items	500
In kind donation of services	2,000
Promotion	500
YOUR TOTAL MATCHING CONTRIBUTION	\$9,000



My Great Neighbourhood Grant Application



DECLARATION:

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

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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: Oct. 15, 2019

Applicant Group/Resident Lead Name: Michael Utgaard

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 indicating their support for 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 and disburse funds to the group they are supporting.



My Great Neighbourhood Grant Application



PROJECT TITLE: Fairfield and Gonzales Community Association Asset Mapping Project – the Community Inspiration Project

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: Virginie Raimbaud, Community Development Coordinator

Organization Name: *(if applicable)* Fairfield Gonzales Community Association

Mailing Address: 1330 Fairfield Road, Victoria, BC V8S 5J1

Telephone: (250) 858 - 4604

Email: event@fairfieldcommunity.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S-0011840

Contact Name: _____

Organization Name: _____

Mailing Address: _____

Telephone: _____

Email: _____

PROJECT DESCRIPTION: Please describe your proposed project

The FGCA is mandated to facilitate community members working together in areas of "civic engagement, community development, issues of social justice and environmental sustainability". Through creating this project, we will engage the whole community to identify assets in the neighborhood. People will be consulted online and during community events (community outreach and engagement). Finally, the list of assets will be used by the community members and for future projects. According to the Tamarack Institute's resource on asset-mapping, assets are defined as, "attributes and advantages of a community which are considered essential for the maintenance of its quality of life. There are many kinds of assets that exist within communities, including natural, built, social, economic, public, and intangible assets."



My Great Neighbourhood Grant Application



SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

- <1 year
- 2 years
- 3 years
- 4 years
- 5 years

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

On of the FGCA committees, Streetlife, will be managing the project and FGCA Staff would manage the project after its intended lifespan.

Who will assume responsibility for ensuring these actions are undertaken?

Streetlife Committee and the FGCA Community Development Coordinator.

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

The project will involve the community through engagement at events (Fall Fairfield, Moss St. Market, Cook St Block Party etc.) for asset data collection. During the implementation of the project the Streetlife Committee and staff will be working with volunteers to support them through the community engagement portion. Upon finishing engagement, we will provide the asset data to the wider community to promote their engagement with both the association and each other. It is our intention that powerful connections that can help make our community a better place will come from this.

BENEFITS: How will your proposed project benefit the community?

The project benefits the community by connecting people to assets within their neighbourhood they might not have known existed previously. We want to create community connections, support local businesses and promote collaboration. It will help the Fairfield Gonzales Community Association better meet our mandates through facilitating civic engagement and community development for local residents; and our mission statement by creating ways for residents to connect and collaborate with our association or one another from the listed sources of inspiration. It will enable the FGCA and Community members to act on issues in the neighborhood by using assets that already exist.

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

N/A



My Great Neighbourhood Grant Application



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

We would be in control of the data output to the community. All information would be true before sharing with the community, with the permission of the people at the origin of the asset. In case of the use of these assets on the social medias, the content would be monitored.

PROJECT TIMELINE:

Start date: December 2019 Completion date: December 2020

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

PROJECT LOCATION:

Neighbourhood: Fairfield/Gonzales

Street: Fairfield Road

Address: 1330 Fairfield Road

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
December 2019	Planning of the activity
January-May 2020	Data collection
Sept 2020-Dec 2020	Delivering assets
All along the project	Exploring tools for mapping



My Great Neighbourhood Grant Application



PROJECT COST:

What is the **total cost** of the proposed project (*including in kind labour and donated goods and services*): \$ 2750_____



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Community Engagement: Event payment costs (Cook St Block Party, Fall Fairfield)	\$500
Administrative fees	\$100
Volunteer Honorarium	\$200
Booth Supplies	\$200
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
In-kind promotional costs (social medias...)	\$400
Administrative fees	\$200
In-Kind Volunteer \$20x50 hours (engagement, events)	\$1000
Tents, tables	\$150
YOUR TOTAL MATCHING CONTRIBUTION	\$ 1750



My Great Neighbourhood Grant Application



DECLARATION:

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

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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: October 15th, 2019

Applicant Group/Resident Lead Name: Fairfield Gonzales Community Association

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 indicating their support for 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 and disburse funds to the group they are supporting.



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

My Great Neighbourhood Grant Application

PROJECT TITLE: Health and Wellness Fair - Ecole George Jay School

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: Alicia Power

Organization Name: *(if applicable)* George Jay PAC

Mailing Address: 1118 Princess St

Telephone: Personal info

Email: Personal info

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____

Contact Name: Leila Durzi

Organization Name: George Jay School

Mailing Address: 1118 Princess St

Telephone: _____

Email: ldurzi@sd61.bc.ca

PROJECT DESCRIPTION: Please describe your proposed project

We propose a community wide Health and Wellness Fair which will bring together community partners to showcase accessible activities, have interactive demonstrations on healthy foods/cooking. We hope by engaging students, teachers, families and community members we will create a healthier environment for us all to live within. We hope to partner with local businesses to promote an active lifestyle.



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

My Great Neighbourhood Grant Application

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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

We hope that the success of this years Fair will create an impetus for an annual continuation supported by community members and the school

This is a pilot project, and if successful we hope to continue for years to come. We are requesting funding for one year.

Who will assume responsibility for ensuring these actions are undertaken?

George Jay PAC

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

We hope to engage community partners through donations of time and donations. We plan to invite certain partners to showcase their available options for healthy living.

BENEFITS: How will your proposed project benefit the community?

Active living, and healthy food benefit all of society. By creating a fun and informative atmosphere, we hope to bring members together to learn and grow and improve upon their health. We hope that this will continue from year to year and build on its success.

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

Space Rental (at George Jay school) is the only requirement. We are in negotiations with the Principal around this.

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



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

My Great Neighbourhood Grant Application

There should be no issues with safety around our project. We will look into any extra insurance we require for this event and obtain it should we require it.

PROJECT TIMELINE:

Start date: _____ Nov 2019 _____ Completion date: _____ April 2020 _____

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

PROJECT LOCATION:

Neighbourhood: _____ Fernwood _____

Street: _____ Princess Street _____

Address: _____ 1118 Princess Street _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ _____ 4500 _____

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



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

My Great Neighbourhood 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
Bouncy Castle rental	\$500
Health Foods for event/demos	\$500
Include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Planning budget (volunteer hours)	\$2500
Prizes donated by local businesses	\$1000
Space Rental	\$250
YOUR TOTAL MATCHING CONTRIBUTION	\$3500



My Great Neighbourhood Grant Application



PROJECT TITLE: Compost & Climate Change: Nurturing Climate Resilient Communities from the Soil Up

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: Alexis Hogan

Organization Name: *(if applicable)* Victoria Compost and Conservation Education Society (Operating as the Compost Education Centre)

Mailing Address: 1216 North Park St

Telephone: 250 386 9676

Email: info@compost.bc.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 89670 2289 RR0001

Contact Name: Alexis Hogan

Organization Name: Victoria Compost and Conservation Education Society (Operating as the Compost Education Centre)

Mailing Address: 1216 North Park St

Telephone: 250 386 9676

Email: info@compost.bc.ca

PROJECT DESCRIPTION: Please describe your proposed project

In the spring of 2020, the Compost Education Centre will hold a free speaker series and community feast, Reciprocity, Remediation and Restoration: Building Community from the Ground Up, in our Teaching Gardens. Invited speakers include climate justice leaders from local Indigenous host nations and ethno-botanist, Dr. Nancy Turner (confirmed). Speakers will share knowledge and stories on the intersections between restoration, remediation, Indigenous rights, food security, ecological conservation, and climate justice. This series will create opportunities to connect with community from a place of abundance, generosity, and gratitude. By connecting with 75-100 community members through meal sharing and renowned speakers, this initiative supports the cultivation of dialogue around how practices of restoration and remediation are key elements of long-term commitments to decolonization---they are practices that simultaneously support Indigenous rights and sovereignty, and mitigate climate change. Furthermore, this series aims to help prepare ourselves for climate crises by strengthening our communities' abilities to have hard conversations with humility and openness, concurrently nourishing the mycelial-like-networks of people involved in or interested in doing restorative work, so that we, as a complex community, are more equipped to meet the escalating crises of our time.



My Great Neighbourhood Grant Application



SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

- <1 year
- 2 years
- 3 years
- 4 years
- 5 years

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?

Not applicable

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

Community participation is central to Reciprocity, Remediation and Restoration; the events' premise centers community exchange through gathering, discussing questions, listening, and sharing meals and stories. To carry out Reciprocity, Remediation and Restoration, we have invited input from members of the Songhees, Esquimalt, and W̱SÁNEĆ First Nation's regarding speakers who can offer relevant contributions to their communities and have reserved 30% of tickets for these events for Indigenous community members. We have also invited guests to speak who will attract networks beyond the CEC's regular audience, thus creating opportunities to expand our reach into multiple communities. Furthermore, community members involved with local food security initiatives will be hired to cater or cook for the project.

By honoring our relationships to the ecosystems we are beholden to, through this speaker series and community feast, we are building up networks of connection, reciprocity and skill sharing. This event is a starting point for some, a continuation of ecological work for others, and an opportunity to build with community, a precedence of reciprocity, resilience, and respect in our collective works. Though the series is limited to three afternoons, as a community-centered resource, the Compost Education Centre provides context and continuity following these events as community members can continue to engage with the speakers' teachings through our educational programming, which focuses on ecological health, climate change, and food security. If attendance for Reciprocity, Remediation and Restoration is high, we anticipate that the demand for this kind of programming will become integral to our organization's next phase of capacity building.

BENEFITS: How will your proposed project benefit the community?

The CEC's Reciprocity, Remediation and Restoration speaker series and community feast is an offering to community to gather around food, and listen to environmental justice leaders share their stories and experiences with the land, plants, and soils. This event offers space for climate grief, the experience of mourning species loss, decreased biodiversity, and impacts of the climate crisis. Simultaneously, we are offering a space for sharing strategies that may mitigate the impact of climate change or offer climate adaptations through restoration, remediation and conservation. Through feasting and listening we are building relationships of reciprocity and care, encouraging intimate connections with others, and to the land we are beholden to. The event allows free access to renowned speakers in our Teaching Gardens and creates the conditions to further relationships as community members working towards climate justice. Reciprocity, Remediation and Restoration centers stories and narratives as key tenets to climate adaptation, where observations and narratives of ecological change propel us to first understand our relationships to land and, second, extend practices of care into our immediate communities, our surrounding bioregions, and connect to global processes of climate change while prioritizing Indigenous rights locally and globally.

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

This event is hosted at the Compost Education Centre and will not need any regulatory requirements.



My Great Neighbourhood Grant Application



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

Not applicable

PROJECT TIMELINE:

Start date: January 2020 Completion date: May 2020

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

PROJECT LOCATION:

Neighbourhood: Fernwood

Street: North Park St

Address: 1216 North Park Street, Victoria, BC, V8T 1C9

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
October 15 th 2019	Apply for My Great Neighborhood "Activity" Grant
Fall/Winter 2019-20	Confirm guest speakers
February – March 2020	Event Communications Plan Roll Out
April 2020	Speaker and Feast X 2
May 2020	Speaker and Feast

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ 5410?

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



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Indigenous Speakers Honorarium (2 X 300)	\$600
Food	\$400
For Placemaking , include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Catering Cooks Fee (400 x 3)	\$1200
Dish and Cutlery Rental	\$190.40
Nancy Turner Speaker Fee (in kind donation)	\$1,500
Volunteer hours (in-kind donation \$20/hour): 10 hours prep, 15 hours set up, during, and take down	\$500.00
Staff hours for event planning (\$24/hour) 30 hours total	\$720.00
Marketing and Communications	\$300
YOUR TOTAL MATCHING CONTRIBUTION	\$4410



My Great Neighbourhood Grant Application



DECLARATION:

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

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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: October 11, 2019

Applicant Group/Resident Lead Name: Alexis Hogan, Compost Education Centre

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 indicating their support for 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 and disburse funds to the group they are supporting.

IA



Telephone: 250-370-9101 x ext 4

Email: community@oaklandsca.com

PROJECT DESCRIPTION:

Please describe your proposed project

Currently Oaklands does not have an event that celebrates Family Day. However with the weather, and the timing of this grant funding, we decided to use the start of the Spring season to have such an event during the first weekend in May. This garden themed family picnic will bring in May Day themes to provide a free, family focused celebration in Oswald Park. Building on the idea of labour and employment we also plan on having a brief survey or activity about Employment in the area that will contribute data to the Oaklands Neighbourhood Plan. The event would be about 3 hours long, based on a picnic theme. We would invite the habitants of the area to bring salads, as well as their own reusable plates and cutlery. We will provide the "entrees" and dessert (wraps, sandwiches, gluten free food items, sheet cake and ice cream cones). We are hoping to have several activities going on such as a May Day poll decorating, kids activities and crafts, celebration of the (potential) community garden creation at Oswald Park, prizes for children, gift certificates to Thrifty's for adults, and plenty of food to take away for families.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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

The project is a one day event. While it will require creating advertisement, find volunteers, set up the event so everything goes smoothly, the event itself should last one day.

Who will assume responsibility for ensuring these actions are undertaken?

The project is a one day event. While it will require creating advertisement, find volunteers, set up the event so everything goes smoothly, the event itself should last one day.

IA



PROJECT TITLE: Spring Celebration-Family May Day Picnic

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: Celine Vaillant

Organization Name: *(if applicable)* _____

Mailing Address: **Personal info** Victoria. BC. V8T2S7

Telephone **Personal info** _____

Email: **Personal info** _____

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 882929946RR0001

Contact Name: Sarah Murray

Organization Name: Oakland Community Association

Mailing Address: 1-2827 Belmont Ave

IA



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

We are going to advertise this picnic to as many community groups as possible. For example, Kiwanis Housing, M'Akola Housing, CRD housing in Oaklands (2), Co-ops in Oaklands (2), Daycares, Schools (Oaklands Elementary, Oak & Orca, VSIE), church groups, Kiwanis Pavilion, Rivera Housing, at Hillside Centre. In addition to providing a free, family friendly activity to celebrate Spring and May Day, we also hope to provide the residents of North Oaklands with more inclusion into the Oaklands neighbourhood.

BENEFITS: How will your proposed project benefit the community?

The community will benefit from an outdoor, social, and family oriented event. It will be a great opportunity for people to mingle and discover the North side of Oaklands. This event will be open to all residents, from seniors, to adults, kids, daycare providers, teachers. We are going to give away sunflower seedlings to all participants, which will be something for them to bring home and see grow over the summer months. Our goal is to make this event as accessible as possible to families of all income levels by providing free food to eat at the event, as well as to take home after the event, and \$20 Thrifty's Gift cards that will go along with the kids prizes for the adults!

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

City of Victoria Park Permit for the single day event at Oswald Park.

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

The Oaklands Community Association will request an extension of their insurance from provider Megson Fitzpatrick for the event.

PROJECT TIMELINE:

Start date: _____ January 2020 _____ Completion date: _____ May 2020 _____

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

IA



PROJECT LOCATION:

Neighbourhood: _____Oaklands_____

Street: _____Cedar Hill Road_____

Address: _____3031 Cedar Hill Rd, Victoria, BC V8T3J2_____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
January	Obtain funding
February - March	Planning, obtain park permit
April	Advertising
May	Carry out event
June	Complete report

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ __\$2820.00_____

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

IA



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Food (sandwiches, wraps, cheese, sheet cake, ice cream, cones, extra food for guests to take home, \$20 gift certificates to give away)	\$550.00
Sunflower seedlings, compostable trays, soil	\$100.00
Ribbon + May Poll	\$200.00
Kids activity supplies	\$100.00
Compostable take out containers	\$50.00
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000.00

Items Provided by Applicant	Amount
Volunteer time (6 volunteers x 6 hours x \$20/hour)	\$720.00
Project Lead (Celine, Zinnia) time (10 hours x 2 x \$20/hour)	\$400.00
Michael's Craft store donation	\$100.00
Tent, table, chair rentals from Oaklands Community Centre	\$100.00
Thrifty's Food Smile Card	\$300.00
Printing, advertising, support	\$200.00
YOUR TOTAL MATCHING CONTRIBUTION	\$1820.00

IA



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 I 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: October 11th 2019

Applicant Group/Resident Lead Name: Celine Vaillant 

Signature(s): Sarah Murray

→ 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 indicating their support for 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 and disburse funds to the group they are supporting.



My Great Neighbourhood Grant Application



PROJECT TITLE: Clothing Swap and Native Plant Sale

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: Courtney Christensen

Organization Name: *(if applicable)* Oaklands Community Association

Mailing Address: #1-2827 Belmont Ave Victoria BC V8R 4B2

Telephone: 2503709101 ext 0

Email: events@oaklandsca.com

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 882929946RT0001

Contact Name: Courtney Christensen or Sarah Murray

Organization Name: Oaklands Community Association

Mailing Address: #1-2827 Belmont Ave Victoria BC V8R 4B2

Telephone: 2503709101 ext 0

Email: events@oaklandsca.com

PROJECT DESCRIPTION: Please describe your proposed project

A single day event at the Oaklands Community Centre that includes upcycled clothing and gear swap combined with a native plant sale. Admission will be free with donation of clothing, gear, or non-perishable food items which will be donated to the Mustard Seed. The event will feature skill share workshops like mending, DIY tailoring, and sustainable fashion shopping tips. Clothing will be sorted into all ages and gender inclusive categories. The native plant sale will be organized by the Parks Committee, sourcing plants from local nurseries. We will hire local musicians and apply for a special event permit to feature local craft beer, wine, and cider. We will also provide non-alcoholic options. We plan to host this event in April to coincide with Earth Day.



My Great Neighbourhood Grant Application



SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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

N/A

Who will assume responsibility for ensuring these actions are undertaken?

N/A

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

We will draw on the experience of local gardeners and growers to share native plant knowledge as well as local sustainable fashion experts who will provide the skill share workshops. Clothing swaps rely on community engagement and we're looking forward to providing a venue and starting a new tradition. We will reach out to outdoor stores to see if they'd like to provide staff for gear mending techniques. We will advertise widely in order to reach a broad demographic range (other community centres, the universities and colleges, and local thrift/vintage stores, and online social media platforms). We will give guests an option to donate any clothing that was not swapped during the event.

BENEFITS: How will your proposed project benefit the community?

This event will provide educational tools to anyone who is interested in sustainable fashion and revitalization of the local ecosystems through learning about native plants. It will provide a platform for individuals to share their knowledge and skills in an accessible setting. This event is offered to anyone, but we also aim to reach out to an underserved demographic that community centres often have a hard time engaging with. While there are many programs and events geared towards families, seniors, and youths, we are trying to reduce the perceived barriers to engaging in the broader community, specifically for the 20-40 year olds, who are working professionals or students, who may or may not have children, and don't often know what their local community centre can offer them.

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 during the activity or placemaking project installation? How will risk be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

Oaklands Community Association will extend their insurance to cover this event.

PROJECT TIMELINE:



My Great Neighbourhood Grant Application



Start date: January 2020 Completion date: April/May 2020

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

PROJECT LOCATION:

Neighbourhood: Oaklands

Street: Belmont Ave

Address: #1-2827 Belmont Ave

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
January	Receive Funding
February	Event Planning/Skill Share Organizing
March	Advertising
April	Event
May	Reporting

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 3780.00

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



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Special Event Permit	\$270
Musicians (2 x 2hr sets)	\$300
Skill Share Honorariums (2 x \$100.00)	\$200
Beverages	\$230
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Venue Rental	\$520
Administration Time (40hrs x \$20.00)	\$800
Volunteer Support (Day Of, 8hrs x 6 people x \$20.00)	\$960
Food and Beverage	\$500
YOUR TOTAL MATCHING CONTRIBUTION	\$2780



My Great Neighbourhood 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 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 I am required to return the funds back to the City of Victoria.
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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: Oct 11/2019

Applicant Group/Resident Lead Name: Carmey Christensen/OCA

Signature(s): [Signature]

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 indicating their support for 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 and disburse funds to the group they are supporting.

MY GREAT NEIGHBOURHOOD GRANTS READINESS CHECKLIST



ELIGIBILITY

- Does your idea relate a project or activity that would:
 - Bring people together to help create a strong sense of community and neighbourhood pride
 - Renew or revitalize space in the public realm
 - Contribute to neighbourhood improvement, education, diversity or transformation
 - Enhance quality of life for the residents and visitors to your neighbourhood
- Have you read the grant policy?
- Do you need a sponsor?
 - Registered not-for-profits, such as formal neighbourhood associations and parent advisory councils, can apply directly
 - Informal ad hoc groups and businesses must have a not-for-profit partner, such as a neighbourhood association
- Will you be able to “match” the amount being requested from the City?
 - The grant requires an equal matching community contribution. For example, if you request \$5,000 from the City, your group will need to match it with a \$5,000 community contribution.
 - The matching component can include any combination of volunteer labour, donated materials, donated professional services and/or cash. Volunteer labour is valued at \$20 per hour. If professional services are provided, the professional donating their services will provide a reasonable value of the donation.
- Have you engaged your neighbours and do they support your project?
- Have you considered all City permissions and approvals required for your project to proceed?
- Have you had a pre-application meeting with City staff at least two weeks before the deadline?
To discuss your project idea and schedule a meeting, contact your neighbourhood advisor:
 - **Burnside-Gorge, Oaklands, Quadra-Hillside, Rockland, South Jubilee, James Bay**
Gary Pemberton: gpemberton@victoria.ca
 - **Downtown-Harris Green, Fernwood, North Park, Vic West, Fairfield-Gonzales, North Jubilee**
Michael Hill: mhill@victoria.ca

APPLICATION

- Is all requested documentation attached?
 - e.g. design information, including site map and visuals of project location
 - Letter from not-for-profit society, if required

Submit application to grants@victoria.ca Pre-application meeting deadline: **October 8, 2019**
Deadline to submit application: **Oct. 15, 2019**



My Great Neighbourhood Grant Application



PROJECT TITLE: 2600 Block Asquith Street Newsletter

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: D'Ann Owens

Organization Name: (if applicable)

Mailing Address: Personal info

Telephone: Personal info

Email: Personal info

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: 882929946RR0001

Contact Name: Sarah Murray, Community and Fund Development Coordinator

Organization Name: Oaklands Community Association

Mailing Address: 2728 Belmont Ave

Telephone: 250-370-9101

Email: community@oaklandsca.com

PROJECT DESCRIPTION: Please describe your proposed project

The 2600 Block Asquith Street newsletter is intended to not only share information about what is happening in the Oaklands community but to build connections between neighbours in the 2600 block of Asquith. When canvassing the street for sign-off approval for the annual block party two striking messages were heard: 1) that some neighbours were looking to build more connection with others on the street – people upon whom they could call to borrow a cup of sugar, type of familiarity; and, 2) that other neighbours felt somewhat cut-off or excluded, that their neighbours were not open to making exactly these types of connections. While the block party is intended to address these types of concerns, it is apparent from these comments, that it alone, does not fully meet the need. The newsletter will be an emotionally safe, accessible way through which people can determine their own level of engagement and connection, either solely as a consumer (or not) or as an active contributor.

The newsletter will be produced by a team of two long-term residents of the block who will establish a dedicated contact email



My Great Neighbourhood Grant Application



for receipt of comments, suggestions and stories/photos for the issue. Five issues will be produced over the course of the project, each approximately two double-sided pages in length, although the length of the newsletter may be increased to allow for inclusion of resident contributions.

The newsletter will be created using the free version of the Canva graphic design tool, supported by purchased premium elements, as needed. The introductory, printed issue of the newsletter will be delivered by hand, with subsequent issues available by email subscription and in a brochure box located on the block.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

≤1 year 2 years 3 years 4 years 5 years

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

It is anticipated that five issues of the newsletter will be produced during the lifespan of the project using funding provided by the grant; depending on the response of the block residents, the project may be extended.

Who will assume responsibility for ensuring these actions are undertaken?

The project lead will be D'Ann Owens, a long-time Oaklands community resident, a parent of five children who have been or are students Oaklands Elementary, Lansdowne Middle and Victoria High schools, and organizer of the 2600 block Asquith summer party for the past three years. D'Ann is co-lead on the Ryan Street Reconciliation Mural Pilot Project, also supported by a My Great Neighbourhood Grant, and by the Oaklands Community Association and Oaklands Elementary School.

D'Ann will be responsible for managing the project budget and timelines, research and content, editing and delivery of the newsletter, and liaison between the Oaklands Community Association and City of Victoria, as appropriate. D'Ann will be supported by her young-adult son and Oaklands resident Parker Baird, who will undertake research, writing, drafting and layout of the newsletter.

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

The inaugural edition of the newsletter will be hand delivered to each mailbox on the 2600 block of Asquith Street but subsequent issues will only be delivered as requested; subsequent issues will be printed and available in a newsletter box to be placed in front of D'Ann's house at 2648 Asquith Street. Community/Neighbour involvement includes:

Before implementation: Initial conversations with neighbours suggests a few seasonal reminders for the first issue: to keep sidewalks clear of snow and storm drains clear of debris would be appreciated; the newsletter might a means for some block residents to request or offer assistance with these tasks. The newsletter will also serve as another point of contact with our Block Watch captain.

During implementation: The first order-of-business will be to seek input from residents on a unique name for the newsletter, one that reflects the pride and gratitude we have for our community; a little wit and whimsy will be encouraged! The newsletter will include contact information for the newsletter and residents will be asked if they would like to receive a newsletter in their mailbox or by email. Residents will be asked to contribute ideas, recognitions, requests, photos and stories.

After implementation: one measure of involvement will be the number of contributions to the newsletter, as will any comments received through the dedicated newsletter email address. The residents will be asked in the final issue if they would like to see the project continued.



My Great Neighbourhood Grant Application



BENEFITS: How will your proposed project benefit the community?

The newsletter is intended to address expressed concern for more connection between neighbours of the 2600 block of Asquith Street. A goal for the newsletter will be to increase a sense of belonging and engagement, of connection and responsibility to place and to others. Increasing awareness of the hazards of social isolation and disconnect inform the development of this grant application. It is hoped that the newsletter will increase bonds between neighbours, providing a greater sense of security, inclusion and well-being which may be drawn upon in times of need, such as power outages, snow storms or other emergencies, and as a booster of social and civic engagement, whether at the annual block party or in community planning events through the Oaklands Community Association. Items for inclusion in the newsletter include, among others, information on proposals which will shape our neighbourhood and our street, for example, the upcoming Oaklands Community Safety and Transportation Workshop, Oaklands life surveys, and the Forward 50 Speaker Night.

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

It is understood that no meeting, approvals or permit are required; preliminary email correspondence between D'Ann Owens and Gary Pemberton indicates that the newsletter application meets eligibility criteria for consideration under the My Great Neighbourhood Grant program.

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

There are no identified liability risks for the newsletter project

PROJECT TIMELINE:

Start date: ___ October 2019 ___ Completion date: ___ October 2020 ___

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

PROJECT LOCATION:

Neighbourhood: ___ Oaklands ___

Street: ___ Asquith ___

Address: ___ 2600 block ___

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Table with 2 columns: Date, Milestone. Rows include dates from October 2019 to October 2020 with 'newsletter' as the milestone.



My Great Neighbourhood Grant Application

**PROJECT COST:**

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 545 _____

Amount requested from the My Great Neighbourhood grant fund: \$ 270 _____ (must not exceed 50% of total cost)

Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Outdoor brochure box	\$30
Drafting and layout honouraria (2.25 hours per issue x 5 issues @ \$20/hour)	\$225
Canva premium elements (3 per issue @ \$1 each x 5 issues)	\$15
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$270

Items Provided by Applicant	Amount
Volunteer hours (2.5 hours per issue x 5 issues @\$20)	250
Printing (first issue)	\$25
YOUR TOTAL MATCHING CONTRIBUTION	\$275

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 I 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: October 15, 2019



My Great Neighbourhood Grant Application



Applicant Group/Resident Lead Name: D'Ann Owens

Signature(s): *D. Owens*

I have completed the Readiness Checklist

LIST OF ATTACHMENTS:

- Design information, including site map and visuals of Project or Activity location **N/A**
- If the application is not from a registered not-for-profit organization, a letter from a not-for-profit partner indicating their support for 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 and disburse funds to the group they are supporting.

PROJECT TITLE: 1500 Clawthorpe Ave 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: Sarah Murray

Contact Name: Lorna Garrison & Nancy Pearson Residents on 1500 block Clawthorpe Ave.org

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: Oaklands Community Assoc. Con

PROJECT DESCRIPTION: Please describe your proposed project

Block Party Event to include attractions such as: "Kids Yoga session", Police Safety talk or 20 min Emergency Preparedness presentation.
The main feature of the event will be a pot-luck meal where mingling of neighbours will be facilitated through an "icebreaker" game.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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

One day event with ongoing collaboration with Victoria Block Watch Program.

Who will assume responsibility for ensuring these actions are undertaken?

Lorna Garrison and Nancy Pearson, street home-services.

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

1. Neighbours will be canvassed asking for specific volunteers to help with the planning and implementation process.
2. Neighbour participants in the event will help with set-up/take down on the date (event date).
3. Appeal will be made to street residents for a Block Captain to reinstate the City defunct Block Watch Program.

BENEFITS: How will your proposed project benefit the community?

Community building through engagement and participation in the Block Party event. Numerous young families have moved into the block in the past few years.

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

1. Resident neighbour consensus to proceed with the planned event.
2. Special Event Permit from City of Victoria.

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

There will be minimal risk to people or property given the close proximity to resident homes. Barriers will be installed at both ends of the street to block vehicle traffic. Insurance will be obtained through the city.

PROJECT TIMELINE:

Start date: July 26, 2020 Completion date: July 26, 2020

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

PROJECT LOCATION:

Neighbourhood: Oaklands Neighbourhood

Street: Clawthorpe Ave

Address: 1500 block

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
<u>Jan. 31, 2020</u>	<u>Special Event Permit Application submission</u>
<u>Feb. 28, 2020</u>	<u>Canvas block residents for support of event</u>
<u>Mar - July 2020</u>	<u>Monthly meetings to plan for attractions (e.g. kite yoga, volunteer police safety, talk, emergency preparedness presentations etc), canvas, Oaklands Neighbourhood Assoc. for equipment rental, coordinate post-lock meal, pick up of rental equipment (additional, street games, etc)</u>
<u>Apr - May</u>	<u>visit local businesses asking for financial/product support.</u>

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 400.00

Amount requested from the My Great Neighbourhood grant fund: \$ 200.00 (must not exceed 50% of total cost)



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Payment for Kids Yoga Instruction	\$100
Mandatory donation for Police Safety Talk/Emergency Preparedness Presentation.	\$100
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$ 200.00

Items Provided by Applicant	Amount
Attending resident neighbours will contribute to all items.	0
Hope to raise funds to purchase meat/protein item for pt. lunch used through bi-weekly bottle drives.	\$150 (\$250)
Local businesses (Thrifty Foods, Starbucks, etc) will be canvassed for donations.	
Oaklands Community Association - tents, folding tables, play equipment	\$50
YOUR TOTAL MATCHING CONTRIBUTION	\$ 200.00



My Great Neighbourhood 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 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 I 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: Oct. 15, 2019

Applicant Group/Resident Lead Name: Lorna Garrison

Signature(s): [Handwritten Signature]

I have completed the Readiness Checklist - see sub. email (Oct. 15, 2019)

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 indicating their support for 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 and disburse funds to the group they are supporting.

5

SITE PLAN

1500 block CHAWTHORPE AVE JULY 2020 BLOCK PARTY

1 LONCASTER DR.

GOSWORTH RD.

Emergency Exit
Safety cones

Street barrier

Kids Play area

Food Tables



Street Barrier
Safety cones
Emergency Exit

garbage bin
compost bin
blue box



My Great Neighbourhood Grant Application



PROJECT TITLE: Accessible Grad

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: Sarah Murray, Tara Sjiva, Courtney Christensen

Organization Name: *(if applicable)* _____

Mailing Address: _____

Telephone **Personal info** _____

Email: **Personal info** _____

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____

Contact Name: Tara Skobel

Organization Name: Quadra Village Community Centre

Mailing Address: 901 Kings Road

Telephone: 250-388-7696

Email: Tara Skobel tara@quadravillagecc.com

PROJECT DESCRIPTION: Please describe your proposed project

For this event we are going to collaborate with local hair stylists, make-up artists, clothing stores, and photographers to offer grad services to Vic High students, with an emphasis on outreach to youth from low income families. The event will function like a one-day celebration of preparing for grad. There will be gender inclusive pop up makeovers. It will provide the tools - and super importantly, the outfit! - to prepare for grad before the day of. Guests can try on, and choose an outfit, talk to a hairstylist - try out a hairdo - learn make up skills from the experts. We will ask guests to register, and provide some basic info to arrange for enough stylists and clothing. There will be both free outfits as well as loaners on clearly marked racks.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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



My Great Neighbourhood Grant Application



Single day event!

Who will assume responsibility for ensuring these actions are undertaken?

Project leads – Sarah, Tara, and Courtney

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

For this event, we will reach out to a wide range of youth organizations. For example, Vic High (guidance counsellors, teachers, posters, etc), Quadra Village youth programs, community associations within the Vic High Catchment (James Bay, Fairfield, Fernwood, North Park, Oaklands), The Foundry, The Youth Empowerment Society, Victoria Native Friendship Centre, Fernwood NRG, Victoria Youth Clinic, and more. Registration will take place through Facebook or Eventbrite.

BENEFITS: How will your proposed project benefit the community?

This project will benefit High School students by making it possible for them to celebrate their graduation, by providing access to expensive services associated with the aesthetics of graduation. This will increase social inclusion; feelings of community. Guests will gain confidence in self-presentation in landmark events as they progress through their lives. This event will be open to any high school students that would like to be involved - not exclusively low income youth.

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 needed.

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

None needed.

PROJECT TIMELINE:

Start date: January 2020 Completion date: July 2020

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

PROJECT LOCATION:

Neighbourhood: Quadra Village Community Centre

Street: _____

Address: _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
January 2020	Funding received
February – March 2020	Poster creation, event planning, stylist sourcing
April – May 2020	Advertising and outreach



My Great Neighbourhood Grant Application



June 2020 (before grad day)	Event
July 2020	Reporting

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 3430

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



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Space Rental	\$100
Photographer	\$150
Hair Stylist (supplies only)	\$100
Make Up Artist (Supplies, and cleaning tools only)	\$150
Clothing rentals	\$100
Dry Cleaning	\$100
Food	\$250
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Planning (3 people x 20 hours x \$20)	\$1200
Event Facilitation (3 people x 8 hours x \$20)	\$480
Thrifty Foods or Save on Foods Gift Certificate	\$250
Sound equipment rentals (OCA)	\$200
Flower corsage/crown for the day of grad	\$300
YOUR TOTAL MATCHING CONTRIBUTION	\$2430



My Great Neighbourhood 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 Neighbourhood Grant Policy.
2. The not-for-profit organization is not in arrears with the City.
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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: OCT. 15 / 2019

Applicant Group/Resident Lead Name: 

Signature(s): SARAH MURRAY.

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 indicating their support for 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 and disburse funds to the group they are supporting.



My Great Neighbourhood Grant Application



PROJECT TITLE: Arts Precinct Spring Block Party at Langham Court

PROJECT TYPE:

(Check one)

Placemaking

X Activity

CONTACT INFORMATION:

X 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: Rockland Neighbourhood Association Dave Clark, Director, 250-383-3764

Orgar

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: Langham Court Theatre Society, Michelle Buck, (250-384-2142) ; Art Gallery of Greater Victoria, Jon Tupper, 250-384-

4171

Conte

PROJECT DESCRIPTION: Please describe your proposed project

The Arts Precinct Spring 2020 Block Party in cooperation with residents, Langham Court Theatre, the Art Gallery of Greater Victoria and others.

SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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

Who will assume responsibility for ensuring these actions are undertaken?



My Great Neighbourhood Grant Application



COMMUNITY INVOLVEMENT: How will your proposed project involve the community before, during and/or following implementation? Participating

organizations will meet regularly to plan and execute the celebration.

Notification to members of the respective organizations, publicity to residents through flyers, social media

Information tables will be distributed throughout the celebration.

BENEFITS: How will your proposed project benefit the community?

Create a sense of place, celebrate neighbourhood amenities, build on recent collaborations.

Opportunities to disseminate information and gather opinions and feedback.

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

LIABILITY: Are there aspects of your project that present risk to people or property during the activity or placemaking project installation? How will risk



My Great Neighbourhood Grant Application



be managed during the lifespan of the placemaking project after installation? (e.g. insurance)

PROJECT TIMELINE:

Start date: Planning is ongoing Completion date: targetting Spring 2020

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

PROJECT LOCATION:

Neighbourhood: Rockland

Street: Langham Court

Address: _____

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
Preliminary meetings October	Timing, theme, scope; grant application
November 2019	Affirm intent, formalize committee
March 1, 2020	Set date, itemized budget (entertainment, food); initial publicity
Spring 2020	Hold event
Summer 2020	Event evaluation and reporting

PROJECT COST:

What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ 2500

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



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Food and drink	\$400
Advertising and publicity	\$100
Entertainment	\$400
Art Supplies	\$100
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$ 1000

Items Provided by Applicant	Amount
Tables, Tents, Bunting,	\$300
Art Supplies	\$200
Volunteer hours consultation, planning and set-up 25 hours @\$20	\$500
Volunteer hours publicity 10 hours @\$20	\$200
Volunteer hours cleaning 10 hours @\$20	\$200
Volunteer hours evaluation and reporting 5 hours @\$20	\$100
YOUR TOTAL MATCHING CONTRIBUTION	\$ 1500



My Great Neighbourhood Grant Application



DECLARATION:

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

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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 I am required to return the funds back to the City of Victoria.
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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: October 15, 2019

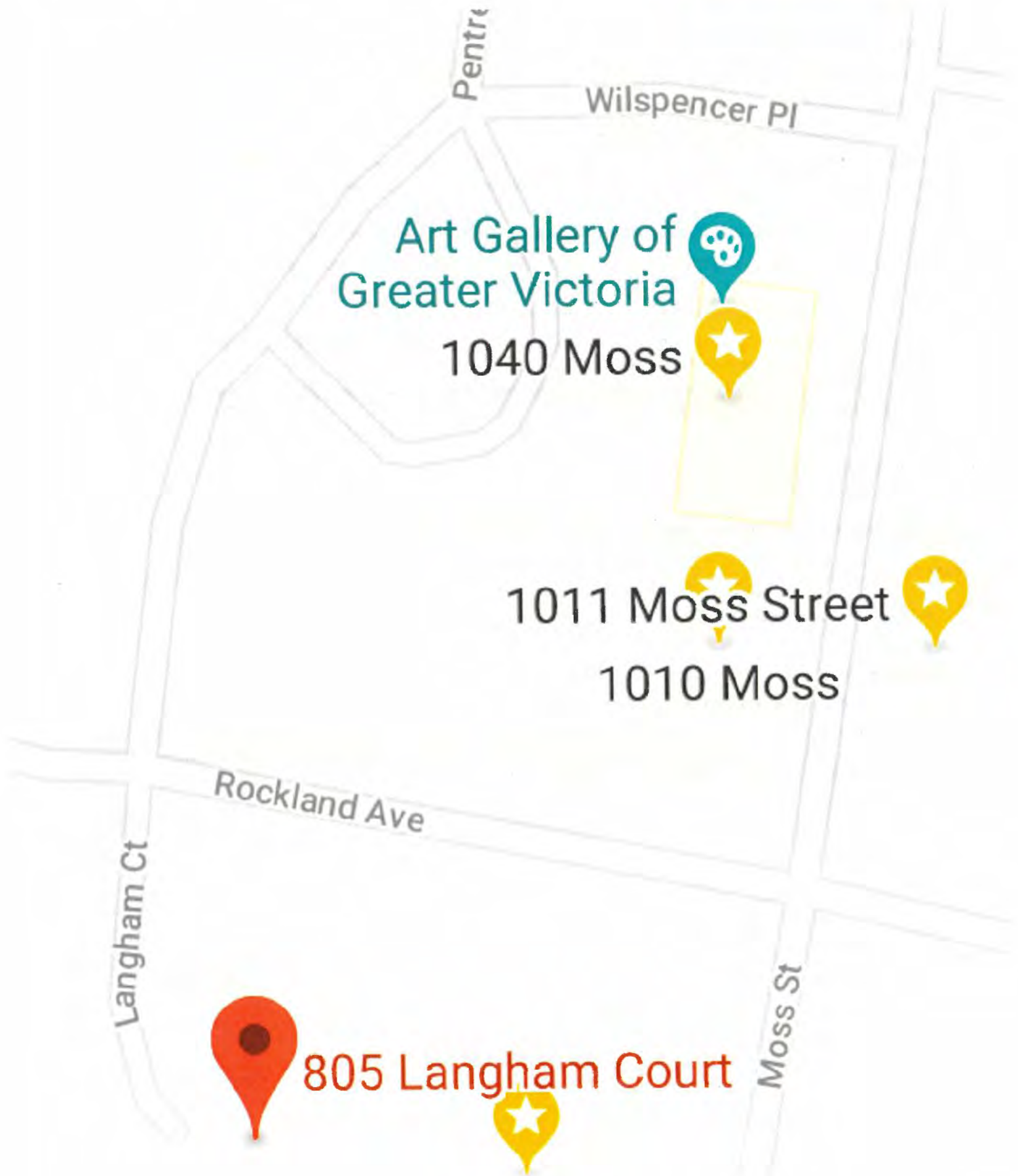
Applicant Group/Resident Lead Name: Dave Clark, Director, Rockland Neighbourhood Association

Signature(s): _____

X 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 indicating their support for 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 and disburse funds to the group they are supporting.





My Great Neighbourhood Grant Application



SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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

The artistic elements of the project are ephemeral: the performances will not last beyond the project dates. That said, in the minds of the audiences, the show's effects could easily last five years or more. (The project utilizes equipment already in existence and this equipment will remain the property of Theatre SKAM.)

Who will assume responsibility for ensuring these actions are undertaken?

Theatre SKAM will be responsible for leaving the campsite better than we found it.

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

Neighbours will be invited to select the performers and performances that happen at each location. We'll post a selection of artists and shows online and invite the community to indicate which show they'd like to see performed.

BENEFITS: How will your proposed project benefit the community?

The Pop-Up Theatre delights audiences of all ages. Several years ago, the City of Victoria's alternative transportation department sponsored a winter Pop-Up event on the Galloping Goose. We were struck by the magic of providing a warm drink and free entertainment in an unexpected place on a cold night.

We won't run all the Winter Pop-Up Parties at night as we're more likely to capture a family audience during the day, and that is our target audience for most of the showings.

By meeting people in the places where they gather, we enhance their experience of public spaces. The park becomes a special place where the family encountered a magical happening.

There are many benefits to experiencing live performance, including improving the social fabric of a community, and encouraging a break from technology.

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

Parking and Foodsafe will be required. We have experience in applying for these permits.

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

There are minimal risks associated with this project.

We suppose there is a small risk someone could fall on the stairs used when entering or exiting the theatre. This is mitigated by having the performers remind people to be careful, and by placing them in strategic positions to help the elderly if needed. (Existing protocols have prevented an accident.)

We carry third-party liability insurance at \$2-million.

We are professionals and adept at managing performance in public spaces.

PROJECT TIMELINE:

Start date: December 13, 2019 Completion date: December 15, 2019 (Show dates- details below)

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



My Great Neighbourhood Grant Application



PROJECT TITLE: Holiday Pop-Up Parties

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: Theatre SKAM Association

Organization Name: *(if applicable)* _____

Mailing Address: Box 8563, Main PO, Victoria BC, V8W 3S2

Telephone: 250.386.7526

Email: matthew@skam.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: _____

Contact Name: _____

Organization Name: _____

Mailing Address: _____

Telephone: _____

Email: _____

PROJECT DESCRIPTION: Please describe your proposed project

Winter Pop-Up Parties is a series of appearances by Theatre SKAM in our Pop-Up Theatre at parks in the Fernwood, North Park, and Oaklands neighbourhoods. The Pop-Up Theatre is a 10-seat micro theatre on the back of a Ford F350 Pickup truck. Actors and audiences go inside the little theatre, equipped with theatre lights and plush seating. Short 10-minute (or less) performances are repeated throughout the appearance. The venue is self contained, powered by batteries and would park next to the parks mentioned, not inside the park boundaries. We'd set up a 10 x 10 tent and serve hot chocolate and cookies. This tent will be placed inside park boundaries at certain locations. The three appearances will be on a Friday, Saturday and Sunday.



My Great Neighbourhood Grant Application

**PROJECT LOCATION:**Neighbourhood: North Park, Fernwood, OaklandsStreet: Various between Grant, Quadra, Ryan and ShakespeareAddress: Various**WORKPLAN SCHEDULE:**

(Please add more lines if necessary)

Date	Milestone
October 2019	Plan project, speak with grant officer- COMPLETE
October 15, 2019	Apply for support
November 15, 2019	Notification
December 1, 2019	Confirm artists, Public voting process begins
December 13, 14, 15, 2019	Performances
December 18, 2019	Complete final report
	(Note, project dates can shift if notification process surpasses four weeks)

PROJECT COST:What is the **total cost** of the proposed project (including in kind labour and donated goods and services): \$ 4,185Amount requested from the My Great Neighbourhood grant fund: \$ 1,000 (must not exceed 50% of total cost)



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
See attached budget	
For Placemaking, include any funding required to maintain and/or retire the project.	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
See attached budget	
YOUR TOTAL MATCHING CONTRIBUTION	\$3185



My Great Neighbourhood Grant Application



DECLARATION:

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

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Date: October 15, 2019

Applicant Group/Resident Lead Name: Theatre SKAM Association

Signature(s): Matthew Payne (via email)

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 indicating their support for 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 and disburse funds to the group they are supporting.

Theatre SKAM Great Neighbourhood Grant

Budget

Items Funded by grant

	Amount	Notes
Performer fees	900	2 artists x \$150 x 3 appearances
Hot chocolate and cookie supplies	100	
TOTAL REQUEST	1000	

Items provided by applicant

Performer rehearsal fees	1500	10 hours x \$50 x 3 artists (incl. director)
Project Coordinator fees 10 hours	500	10 hours x \$50 x 1 administrator
Wardrobe and Props	75	\$25 per shpw
Pop-Up Tent for three days	90	\$30 per show
Venue rental (includes driver)	900	3 appearances x \$75 x 4 hours
Venue maintenance	60	\$20 per appearance
Fuel	60	\$20 per appearance
TOTAL Applicant Contribution	3185	

Total project cost 4185



My Great Neighbourhood Grant Application



PROJECT TITLE: Vic West Summer Concert Night (Pilot for an evening summer concert series)

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: Julie Bull – Volunteer & Community Engagement Coordinator

Organization Name: *(if applicable)* Victoria West Community Association

Mailing Address: 521 Craigflower Rd., Victoria BC, V9A 6Z5

Telephone: (250)-590-8922

Email: volunteer@victoriawest.ca

PARTNERING NOT-FOR-PROFIT GROUP:

Society Registration Number: S0008974

Contact Name: Johanne Thompson – Executive Director

Organization Name: Victoria West Community Association

Mailing Address: 521 Craigflower Rd., Victoria BC, V9A 6Z5

Telephone: (250)-590-8922

Email: coordinator@victoriawest.ca

PROJECT DESCRIPTION: Please describe your proposed project

The Victoria West Community Association is looking to broaden our range of community events and is applying for funding to do a pilot Summer (evening) concert. The Vic West Summer concert would be designed to be like a mini Vic West Fest and would occur in the evening during the week. The concert will feature one band or performer and be much like Music in the Park hosted by Saanich and the Brentwood Bay Community Association. Should this event be successful the VWCA would hope to start a summer concert series in 2021.



My Great Neighbourhood Grant Application



SUSTAINABILITY: (Placemaking only), what is the intended lifespan for your proposed project?

<1 year 2 years 3 years 4 years 5 years

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

Who will assume responsibility for ensuring these actions are undertaken?

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

The summer concert will be planned by the VWCA Projects & Events Committee. This committee is composed of Vic West residents of all ages and backgrounds. The VWCA projects and events committee was responsible for planning 2019's Vic West Fest which received a lot of positive feedback from the community. The VWCA is hosting this event for the community and all reasonable measures to gain community input will be taken.

BENEFITS: How will your proposed project benefit the community?

By hosting a summer concert, it will provide an opportunity for residents to connect and celebrate the diversity of our community. It will also give people the opportunity to volunteer, develop skills, and meet new people in a fun and welcoming environment. This event might also attract people from outside Vic West & Victoria and promote local businesses and public areas. As the event will be hosted in Banfield Park it would maximize use of public spaces.

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

Noise Exemption, Special Event Permit, Proof of Insurance



My Great Neighbourhood Grant Application



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

Special Event Insurance will be purchased for the duration of the event.

PROJECT TIMELINE:

Start date: _____ Completion date: _____

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

PROJECT LOCATION:

Neighbourhood: Vic West

Street: 521 Craigflower Rd., Banfield Park

Address: 521 Craigflower Rd.

WORKPLAN SCHEDULE:

(Please add more lines if necessary)

Date	Milestone
November	Initial Planning begins, event date is set
January	Begin approaching musicians and potential vendors
May	Finalize budget
June	Begin promotions
July	Major planning
August	Special Event Date

PROJECT COST:

What is the total cost of the proposed project (including in kind labour and donated goods and services): \$ 2000

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



My Great Neighbourhood Grant Application



Please complete following budget (budget examples can be viewed on the website)

Items Funded by Grant	Amount
Musician Honorarium	\$500.00
Equipment Rentals (Sound, Staging, Tents)	\$450.00
Noise Permit	\$50.00
For Placemaking, include any funding required to maintain and/or retire the project	
TOTAL REQUESTED (must not exceed your Total Matching Contribution below)	\$1000

Items Provided by Applicant	Amount
Special Event Insurance	\$300.00
Sound Tech	\$100.00
Administrative Costs	\$1000.00
Volunteer Hours (50 Hours x \$20.00)	\$1000.00
YOUR TOTAL MATCHING CONTRIBUTION	\$2400.00



My Great Neighbourhood Grant Application



DECLARATION:

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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: October 8, 2019.

Applicant Group/Resident Lead Name: Victoria West Community Association

Signature(s): [Handwritten Signature]

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 indicating their support for 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 and disburse funds to the group they are supporting.