



ADMINISTRATIVE REPORT

Report Date: March 23, 2016
Contact: Karen Hoese
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RTS No.: 11406
VanRIMS No.: 08-2000-20
Meeting Date: June 15, 2016

TO: Standing Committee on City Finance and Services
FROM: Acting General Manager of Planning and Development Services
SUBJECT: 2016 Downtown Eastside (DTES) Capital Grant Program Allocation

RECOMMENDATION

THAT Council APPROVE the grant allocation of \$556,600 to Downtown Eastside (DTES) non-profit organizations (as detailed in Appendix A) to strategically advance the social, economic and environmental objectives of the recently approved DTES Plan.

REPORT SUMMARY

Council approved the Downtown Eastside (DTES) Plan in March 2014 setting out the policies, strategies, and Quick Start and Short Term actions needed to achieve the long term vision that *“the neighbourhood will be made up of mixed-income communities with a range of affordable housing options (including social housing) for all residents, local serving commerce, social services and cultural activities where all feel welcome, valued and at home”*.

The proposed capital grants are to be used to broaden implementation efforts to achieve this vision. In this way, City staff will work with non-profit organisations to improve the lives of low income residents and revitalise the area without displacing vulnerable residents and valuable community assets.

A total of twenty-eight applications were received and twenty-four are recommended for funding. This report recommends grants be approved for thirteen projects related to community economic development, ten community asset management initiatives and one project leading to neighbourhood improvements. Four applications are not recommended for approval at this time.

Projected benefits expected from these capital projects include an improved training and hiring facility that has hired over 100 DTES residents with barriers to employment, improved shelter for 60 residents, improved service centre where 500 people access services every day, and up to an estimated 75 low-barrier jobs.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

- In October 2014 Council approved the *Healthy City Strategy 2014-25*, including the implementation of the *DTES Community Economic Development (CED) Strategy*.
- In March 2014 Council approved the *Downtown Eastside Local Area Plan (DTES Plan and Social Impact Assessment (SIA))*.
- In January 2012 Council received for information the *Vancouver Economic Action Strategy*.
- In July 2011 Council approved the *Greenest City Action Plan 2020*.
- In December 2014 Council approved \$955,814 for grant allocations to DTES non-profit organizations to strategically advance social, economic and environmental objectives of the recently approved DTES Plan.
- In June 2015 Council approved \$460,422 for grant applications to DTES non-profit organizations to strategically advance Community Economic Development objectives.
- Approval of grant recommendations requires eight affirmative votes.

GENERAL MANAGER'S COMMENTS

The Acting General Manager of Planning and Development Services recommends APPROVAL of the foregoing recommendation.

REPORT

Background/Context

The Downtown Eastside (DTES) comprises the seven mixed income neighbourhoods of Gastown, Victory Square, Chinatown, Oppenheimer District, Thornton Park, Strathcona and the Industrial Lands.

At least half of the 18,500 residents earn below the estimated median income of \$13,700 per annum (compared to the city wide median of \$47,300). Despite the high level of poverty and vulnerability, the DTES is a very creative, diverse area with close-knit communities, a mix of land uses, unique heritage assets and cultural amenities. The *DTES Plan* (approved in March 2014) provides the 30 year vision, strategies and policies needed to achieve a better quality of life for the residents, and improved opportunities for businesses and industries.

A significant number of Quick Start and Short Term projects were approved as part of the DTES Plan (refer to Appendix C) and the proposed grants provide an opportunity to work with various partners in non-profit societies and Business Improvement Associations to implement these projects.

The grants program is designed to build partnerships with non-profit organisations, charities, social enterprises, Societies and Business Improvement Associations to help implement the Quick Start and Short Term projects in the DTES Plan. Eligible projects must include at least one of the following criteria as set out in the *2016 DTES Capital Grant Program Guidelines* (refer to Appendix D), allowing the funds requested to be used for the following:

- Expenses associated with building asset improvements, upgrades to premises and/or facades needed to implement the Plan.
- Capital improvement related “soft costs” for feasibility studies, investigations, project management etc., to build capacity leading towards capital related improvements.
- Strategic opportunities where projects have potential for substantial outcomes that meets Council/DTES priorities.
- Movable assets such as machinery, tools, equipment, appliances, etc.

Applications were also compared to the *DTES Plan Social Impact Objectives* which seek to:

- Ensure that developments and businesses fit the DTES neighbourhood context, offer needed, locally-serving uses, and do not significantly exclude or negatively impact the low-income community.
- Encourage a wide range of housing options in the neighbourhood, with a particular focus on new and improved social and affordable housing for the homeless and other low- and moderate-income singles and families.
- Ensure diverse development that is respectful of heritage assets, surrounding scale, urban pattern, and social and community context.
- Improve the overall quality, accessibility and inclusiveness of the public realm in the DTES, recognizing the uniqueness of each sub-area.
- Maintain diversity of existing businesses and commercial uses and support affordable commercial spaces for social enterprises, micro enterprises and small businesses providing low-cost goods and services for residents.
- Encourage the use of local goods and services in the construction, operation and maintenance of the proposed development or business.
- Encourage local and inclusive hiring in the construction, operation and maintenance phases of the improvement and the strengthening of social and micro economies.
- Maintain adequate health and social services within the community, as well as community amenity and gathering spaces to serve the needs of the diverse local population.
- Retain, preserve and celebrate local heritage, arts and culture for all.

To help meet the Community Economic Development (CED) goals of the Downtown Eastside Plan, Council also approved grant funding for CED projects in the DTES in 2015. These projects supported the commencement of a CED Strategy for the DTES, which is a co-creation between the City of Vancouver and Downtown Eastside (DTES) communities. In January 2016, a CED Planner was hired to help finalize the co-creation of the CED Strategy and report back to Council in the fall of 2016.

Strategic Analysis

The DTES Capital Grants Program presents a strategic opportunity to implement the DTES Plan in three key priority areas identified in the planning process: protecting community assets, neighbourhood improvement and community building, and community economic development, which will help with the co-creation of the DTES CED Strategy.

The grants recommended in this report align with Council priorities and strategies, in particular the *Healthy City Strategy*, the *Greenest City Action Plan* and the *Vancouver Economic Action Strategy*. The grants focus mostly on the *Healthy City Strategy*, an inspirational strategy for all residents of Vancouver, particularly to the diverse neighbourhoods of the DTES. This strategy aspires to the vision of a “Healthy City for All” through three focus areas of “Healthy People” (taking care of basics) “Healthy Communities” (cultivating connections) and “Healthy Environments” (ensuring liveability now and into the future).

A total of 28 applications were received with 24 applications recommended for approval and 4 not recommended for approval at this time but which could be explored further in the future. A multi-departmental staff team reviewed the applications and considered the benefits to the neighbourhood being created through local hiring, job creation, new local serving retail and/or restaurant establishments, micro enterprises, safe vending, cultural asset maintenance and related opportunities.

Most of the applications are related to Community Economic Development or Community Asset Management priority areas with one about Neighbourhood Improvement. All applications support the DTES Plan’s vision to improve the lives of low income residents and revitalise the area without displacing vulnerable residents and valuable community assets.

One of the recommended applications includes First United Church. Every day they provide shelter for 60 people, serve over 500 plates of food, and provide drop-in services for 500 people. Their grant will be used to improve the furniture and physical space to provide better services to marginalized people. Another applicant is Mission Possible which was formed in 2009 and has trained and hired well over 100 people from the DTES who have challenges with becoming employed due to a history of mental health, homelessness, lack of work experience and/or major life trauma. Their grant will be used to improve the current facility which focuses on employment training, pre-employment activities and providing healthy meals for program participants.

The DTES Capital grants will also support partnerships to build capacity and leverage additional matching funding (at least 50%) through the sourcing of other funds. For this series of applications, the City’s social grant program will contribute \$100,000. In certain cases, external funders (including various foundations and other government departments and agencies) have agreed to provide matching funding. All projects will be monitored regularly and the matching funds leveraged for each application will be confirmed before the final grant is released.

The funding area of the recommended grant applications are shown and summarized in Table 1 (See Appendix A for a more detailed description of each project).

Table 1: Recommended DTES Capital grants

Funding Area	Objectives	Number of Grants	% of Grants	Total Funding
Community Economic Development	A vibrant and inclusive economy through Community Economic Development	13	54%	\$172,800
Community Asset Management	Retention and improvement of valuable assets identified in the DTES Plan and SIA	10	42%	\$374,700
Neighbourhood Improvements	Improvements to the neighbourhood places and spaces for community wellbeing, safety and walkability	1	4%	\$9,100
Total		24	100%	\$556,600

Implications/Related Issues/Risk***Financial***

The foregoing recommendation seeks approval for twenty-four grants amounting to a total of \$556,600. Source of funds is the 2016 Capital Budget for the Downtown Eastside.

Once the grants have been approved by Council, a Letter of Understanding will be signed between the applicants and the City of Vancouver outlining the terms, conditions, budget, and grant release details including confirmation of matching funds.

CONCLUSION

The grants and funding recommendation in this report align with the policy objectives of the DTES Plan and will help the City to address its priorities of fostering community economic development, protecting community assets, neighbourhood improvement, and community building. These projects will assist greatly in implementing various Quick Start and Short Term projects identified as priorities in the DTES Plan and in particular the co-creation of the draft DTES CED Strategy which will be reported to Council later this fall.

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2016 DOWNTOWN EASTSIDE CAPITAL GRANTS
Recommended

No.	Organization	Project Description	Outcomes	Quick Start (see Appendix D)	Amount Requested	Amount Recomm- ended	Comments
1	EcoTrust Canada	LEDLab will invest in 5 capital projects to build and scale social & micro enterprises to enhance local hiring and support employment, self-employment, and social procurement.	Each of the five capital projects is expected to create at least 10 sustained income generating opportunities for inner city residents. In total 50 low barrier jobs for DTES residents.	Economy (C6,C8)	\$44,500	\$44,500	
2	The AMP EcoTrust Canada	Improve the colocation space office environment and waste management by working with local social enterprises like Tradeworks & Basic Design.	Support and engage local businesses that support the economy of the DTES through hiring and training of local residents.	Economy (C6,C8)	\$4,000	\$4,000	
3	Mission Possible Society	Purchase of two pressure washer, heater modules and water-fed poles	Outfit an additional team to provide transitional employment to at least 25 people with barriers.	Economy (C6,C8)	\$7,000	\$7,000	
4	Mission Possible Society	Improve facility space for employment training, assist people transition to work, and provide healthy meals.	Continue ability to hire DTES people on disability or social assistance to improve their mental & physical health, and to transition from social assistance to self-support.	Economy (C6,C8)	\$6,700	\$6,700	

No.	Organization	Project Description	Outcomes	Quick Start (see Appendix D)	Amount Requested	Amount Recommended	Comments
5	Community Arts Council of Vancouver (CACV)	Purchase of art supplies, office furniture & supplies, and promotional materials to support their project to build capacity amongst DTES residents/artists to produce art for sale.	Build capacity amongst DTES residents, particularly low-income and marginalized artists; provide employment and volunteer opportunities; create economic opportunities through sale of art works.	Economy (C7) Arts+ Cultural (D2)	\$10,000	\$10,000	
6	Cordova Street Social Ventures Society	Improve security to computer lock up and storage area.	Continue to allow Reboot Vancouver to provide computers to low-income and disadvantaged children and families, and create local training and employment opportunities.	Economy (C8)	\$2,250	\$2,250	
7	Potluck Café (2003) Society	Update their information and technology system to improve and sustain their social and economic enterprise.	Increase number of businesses attending the Community Wise program. More efficient use of staff time. Increase number of unique clients and total revenue from social procurement. Improved local and inclusive hiring through the KNACK program.	Economy (C6,C8)	\$13,000	\$13,000	

No.	Organization	Project Description	Outcomes	Quick Start (see Appendix D)	Amount Requested	Amount Recommended	Comments
8	Vancouver Native Health Society	Purchase of passenger and cargo vehicles to support the Tu'wusht Trading Social Enterprise where Urban Aboriginal volunteers prepare, market and distribute food for sale at Main Street Farmers Market.	Increase healthy food access for Urban Aboriginal people, increase healing through knowledge of Indigenous grown food, and gain skills and experience to increase opportunities for employment and career options.	Well-being (A2) Economy (C6,C7)	\$30,000	\$30,000	
9	Hives for Humanity Society	Improve their limited food and retail facility to meet health standards.	Increase production of local products, support community businesses, participation in local economy, volunteer and work opportunities for local low income residents, often with multiple barriers.	Economy (C6,C7,C8)	\$15,250	\$15,250	
10	Hives for Humanity Society	Purchase of gardening tools, equipment and materials to support training opportunities, skills building workshops, and the development of a planter box program to assist with the Hastings Urban farm at 501 Powell - Economic Hub development.	75 hours of low barrier volunteer opportunities and 60 hours of part time employment, grow local food, host weekly workshops, and build bridges of between other local businesses, surrounding communities and community organisations.	Economy (C7)	\$14,000	\$14,000	

No.	Organization	Project Description	Outcomes	Quick Start (see Appendix D)	Amount Requested	Amount Recommended	Comments
11	Downtown Eastside Neighbourhood House	Feasibility study for expansion/ scaling up of gift basket social enterprise and capacity training for local residents.	Expansion of their Holiday gift basket fundraiser into a sustainable social enterprise and providing training and work experience for residents.	Economy (C6,C7)	\$14,800	\$14,800	
12	St. James' Parish	Improve street and mobility access for those who worship and may require access to St. James outreach services.	Improve ability to reach out to First nations, strive to use local goods and services and the hiring of local people in construction if possible.	Well-being (A3) Arts+Culture (D2)	\$50,000	\$50,000	
13	221A Artist Run Centre Society	Renovation to their headquarters to convert space to a new library.	Free art events, library and community gathering space; public programming including for Chinese Seniors and students.	Arts+Culture (D2)	\$50,000	\$50,000	
14	Firehall Theatre Society	Improvements to building exterior, public washrooms and amenity area flooring; new patio furniture and heater.	Continuation of "pay what you can", V6A pass and tickets distribution through Social Services agencies.	Arts+Culture (D2)	\$5,000	\$5,000	
15	EcoTrust Canada	Preliminary scoping for potential uses for the 4 th floor - 312 Main CED social innovation centre with the local vulnerable population.	Local CED space that local vulnerable residents can use and work in. Potential cultural space for the local residents	Economy (C6,C8)	\$5,584	\$5,500	

No.	Organization	Project Description	Outcomes	Quick Start (see Appendix D)	Amount Requested	Amount Recomm- ended	Comments
16	PHS Community Services Society	Renovate the ground floor to create space for social enterprises, improve washroom, and increase accessibility to the building.	Hire local contractors for renovation. Revitalized space will create 5+ jobs and serve as a central hub for increased First Nations and other group interactions, social enterprise development and cultural events.	Well-Being (A3) Arts+Culture (D2)	\$50,000	\$50,000	
17	Vancouver Japanese Language School and Hall	Improve security measures to increase organization's capacity to hold more public and neighbourhood events.	Increase short- and long-term uses, support community economic development by sharing existing resources, better use of classrooms when classes are not in session.	Arts+Culture (D2)	\$28,700	\$28,700	
18	First United Church Community Ministry Society	Replacement with bedbug resistant furniture; renovation to men's washroom, laundry facilities and shelter storage; surveillance cameras; improved signage.	Continue to provide 24 hour low-barrier services to low-income and marginalized people (500 people access services and 60 people call home every night); preserve historical building;	Well-Being (A1,A2,A3)	\$50,000	\$50,000	
19	Hoy Ping Benevolent Association	Installation of awning for 3 storefronts and security gates.	Improved environment for existing local serving retail stores, and sustainability and usage of the Association.	Economy (C8) Arts+Culture (D2)	\$5,800	\$5,800	

No.	Organization	Project Description	Outcomes	Quick Start (see Appendix D)	Amount Requested	Amount Recommended	Comments
20	Yue Shan Society	Repair and re-paint the exterior rear exit stairs, windows and walls	Increase safety for members and residents. Extend life of building of one of the 12 historic societies in Chinatown.	Arts+Culture (D2)	\$15,000	\$15,000	
21	Cheng Wing Yeong Tong Benevolent Society	Repair to the retail space and deficiencies to the exterior building.	Leasable retail space will assist with the sustainability of one of the 12 historic societies in Chinatown.	Arts+Culture (D2)	\$50,000	\$50,000	Scope of work does not include structural upgrades.
22	Chau Luen Kon Sol Society of Vancouver	Replace steel doors to the garbage room and fire exits; replace hot water tank, common area carpet, 30% of fridges and ranges; installation of CCTV.	Improve conditions of a senior low-cost rental housing building and its tenants.	Well-Being (A3)	\$50,000	\$50,000	
23	Hastings Crossing BIA	Install and maintain 6 tree planters with labour from Mission Possible, and commission local artists to paint the planters.	Improved community gathering spaces for the local diverse population, utilize local and inclusive employment and artists.	Parks + Open Space (E2,E4) Well-Being (A3)	\$9,100	\$9,100	
24	DTES Skate Board Society	Installation of new kitchen equipment to lease kitchen to another operator.	Additional revenue to their society in order to continue to provide services to at-risk youths and employ local residents.	Well-Being (A3) Economy (C6,C8)	\$26,000	\$26,000	Awarding of funding dependent on submission of business plan and letter from owner.

2016 DOWNTOWN EASTSIDE CAPITAL GRANTS
Not Recommended

No.	Organization	Project Description	Amount Requested	Comments
1	United Black Canadian Community Association (UBCCA)	Needs assessment + feasibility study to build a Centre for African Heritage at Hogan's Alley.	\$50,000	North East False Creek Stewardship Group is being established to seek input to public engagement and ways to remember the historic neighbourhood of Hogan's Alley. This process would be the most effective way for the Hogan's Alley issues to be heard and acknowledged.
2	Lung Kong Tien Yee Association	To fund structural upgrades to one of the 12 historic societies in Chinatown.	\$50,000	Multiple grant applications have been approved through DTES Capital and Chinatown Society Grants totaling \$450,000. This structural project is more appropriate under the Chinatown Society Grant program.
3	Vancouver Chinatown BIA	Mural to be designed and painted on to the SE entrance of the Chinatown Plaza parkade.	\$5,000	Did not meet 50% matching fund requirement.
4	Vancouver Chinatown Foundation for Community Revitalization	Ground floor renovation of an existing building on Pender St to establish a Chinatown History Centre to show case Chinese Canadians and in particular Chinatown history.	\$50,000	Project is temporary for 1-2 years. Viable Business Plan not submitted. Additional operational funding not secured. Consider applying for the 2017 CoV Cultural Infrastructure Grant.

QUICK START ACTIONS and SHORT TERM PROJECTS

(Amended version of the DTES Plan appendix B)

A - Well-Being
1. Enhance residents sense of safety, inclusion and belonging, including implementing actions from the City's Task Force on Sex Work and Sexual Exploitation and Missing Women's Inquiry
2. Improve access to affordable, nutritious, and culturally-appropriate foods
3. Continue to prioritize that the safety of women, children, seniors, and culturally-diverse groups through well-designed spaces and inclusive programs
B - Housing
1. Develop a strategy to leverage an expanded and targeted DTES rent subsidy program linked to the SAMI initiative.
2. Offer grants to non-profits to upgrade SROs while maintaining affordability
3. Continue working with the Residential Tenancy Branch to improve tenant/landlord relations.
4. Amend the SRA By-law and clarify the fee Council can attach to an SRA permit.
5. Explore creative financing using a 'cost-benefit' approach for scattered supportive housing sites.
C - Economy
1. Investigate regulatory changes and building code modifications to accelerate small conversions and renovations of business premises (especially in older buildings that are costly to maintain) to allow business owners who wish to make physical improvements.
2. Work with the four Business Improvement Associations to create a neighbourhood-wide business characteristics survey.
3. Work with VEC and BIAs to attract suitable new enterprises with retail strategies
4. Use City-owned properties, affordable leases, and revitalization tax supports to provide affordable goods and services to the area.
5. Undertake a study of vending alternatives and the establishment of neighbourhood market-selling facilities.
6. Facilitate social and green enterprise practices and innovative business methods to achieve Social Impact objectives and Greenest City Action Plan objectives
7. Innovate and support opportunities for market-selling, small business and micro-enterprise opportunities for DTES residents to build the survival economy
8. Identify, secure and maximize economic/business assets that serve the low-income community (particularly in the CBDA)

D - Arts & Culture
1. Stabilize key existing physical assets and secure ownership in public domain
2. Retain/create flexible multi-use neighbourhood spaces such as studios, offices, rehearsal/production and indoor/outdoor space
3. Support community efforts to recognize Aboriginal First Nations heritage and the Salish Sea Civilization concept
4. Support community initiatives raised and noted in the <i>Historical and Cultural Review - Powell Street (Japantown)</i> document, such as raising the stature of the Japanese Canadian heritage, applying for designation of the Vancouver Japanese Language School and Hall site as a National Historic Site of Canada
5. Initiate the work on updating the Vancouver Heritage Register.
6. Create a framework and business plan for a Chinatown Society Building Grants Program
E - Parks & Open Space
1. Convert over-paved or under-used areas into mini-parks or plazas where possible.
2. Review existing street trees to fill gaps and replace ailing trees, and prioritize planting new trees in areas with few or no existing street trees.
3. Make existing parks more useable by adding new features
4. Enhance the public realm to improve walkability, and reinforce the distinct identity of historic areas
F - Community Place-Making
1. Adopt a Social Impact Management Framework to protect and enhance identified community assets, and manage neighbourhood change to provide benefits and opportunities for local resident
2. Hastings Street and Kiwassa Urban Design Framework and Public Realm Plan
3. Undertake improvements to Water Street and Maple Tree Square, including the public realm, pedestrian, cyclist, and traffic safety, and introduce amenities for community programming and celebrations.
G - Well-Managed Growth & Development
1. Amend land use and development policies and bylaws to support plan implementation, including the adoption of a new DTES Rezoning Policy and Social Impact Objectives



2016 DTES Capital Grant Program

Deadline: 4:30 pm - Thursday April 21, 2016

PROGRAM SUMMARY & APPLICATION GUIDELINES

1. INTRODUCTION

The Planning Department is accepting applications to its 2016 Downtown Eastside (DTES) Capital Grant Program. We are looking for a small number of projects that will achieve the Social Impact Objectives (DTES Plan - page 11) and support the implementation of DTES Plan through Quick Start, and other actions as set out in Chapter 18 of the Plan.

The key priority areas of the DTES Capital Grants are also to be linked to the DTES Plan by:

- Supporting community-based initiatives (for example; micro enterprise establishment, youth outreach, child care and co-op projects etc.),
- Fostering community economic development (CED) (for example; retail space improvements, façade upgrades, storefront activation, social enterprise equipment and fittings etc.)
- Protecting community assets (for example; upgrades to space occupied by social or cultural service providers, social enterprise premises and support to the SRO upgrading program etc.),
- Improving the walkability and safety of the neighbourhood (for example; street improvements, furniture, lighting, signage and information boards etc.).

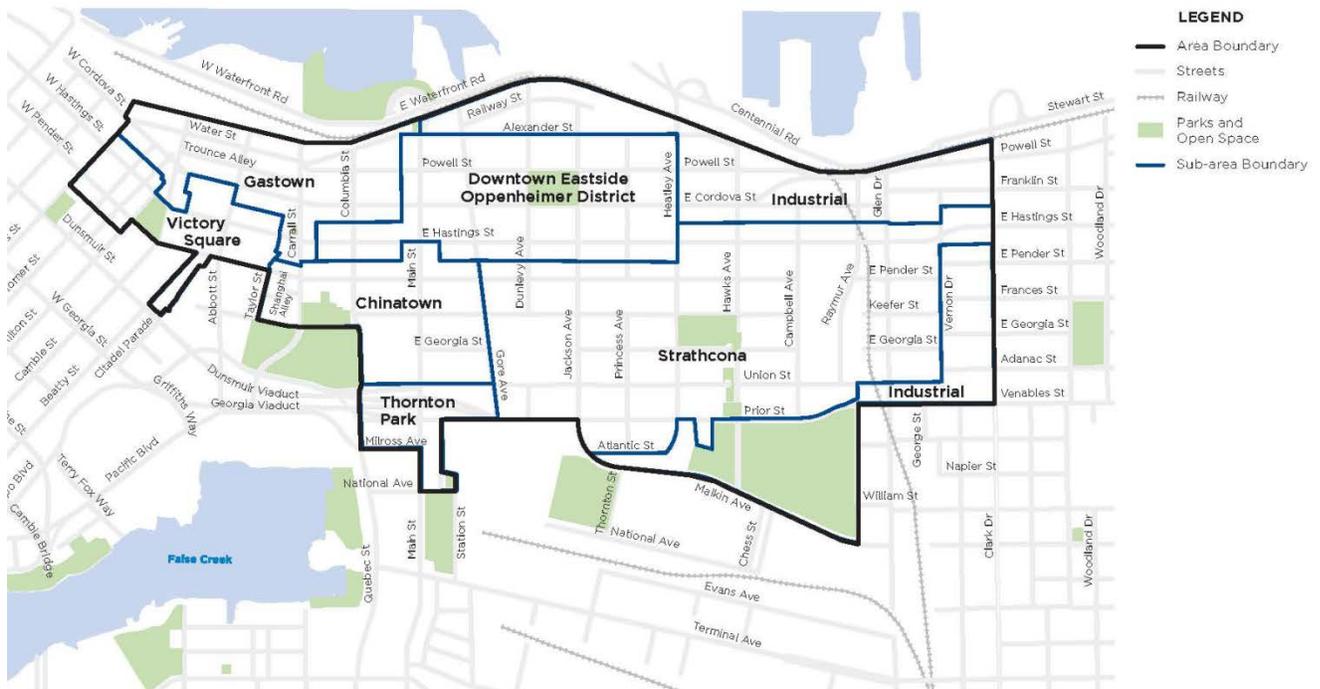
2. PROGRAM SUMMARY

- Matching grants are available in the range of \$5,000 to \$50,000.
- Grants are for capital projects in the DTES (see map).
- Projects are to be completed by December, 2016.
- Applicants need to be Vancouver-based non-profit organizations or social enterprises.
- Applicants should share 50% of the project cost.

3. ELIGIBLE ORGANIZATIONS

We welcome applications from Vancouver-based organizations that are:

- Registered non-profit societies.
- Business improvement associations.
- Community service co-ops.
- Charities registered with Canada Revenue Agency (CRA).
- Social enterprises wholly owned by a non-profit society.
- Faith- based organizations.



In addition, organizations must:

- Be in good standing with the Registrar of Societies, be financially stable with sound administration and have a proven track record of public service.
- Have an independent, active governing body composed of volunteers whose main responsibilities shall be program and policy development and fundraising. The Board is held responsible for the effectiveness of services provided and the financial accountability for funds received from all sources. Voting members of the Board of Directors of a Society may not be remunerated for services to the society, but they may be reimbursed for expenses.
- If in City-owned or leased facilities when applying, assure work to be done is in accordance to the terms and conditions in the lease.

We do **NOT** fund organizations that:

- Focus mainly on health care or education (excluding childcare or out-of-school care)
- Exclude certain people or groups because of their religion, ethnicity, gender, age, sexual orientation, language, disability, or income.

4. ELIGIBLE PROJECTS

Your organization may apply if your project is located in the Downtown Eastside and is for:

- Improvements to building assets, upgrades to premises and/or facades that lead to community economic development and enhancing social connections etc.
- Feasibility studies, investigations, skills development, project management etc. and can be funded to build capacity leading to capital related improvements or CED.
- Movable assets such as machinery, tools, equipment, appliances, furniture.
- Flexibility could be made for time-sensitive, strategic projects that will produce significant outcomes that meet the DTES Plan, subject to City Council's final approval.

Your project must align with the Social Impact Objectives (Chapter 1), or help implement a Quick Start project in the DTES Plan, particularly the Local Economy (Chapter 10).

You can read the DTES Plan at <http://vancouver.ca/files/cov/downtown-eastside-plan.pdf>

Funding will **NOT** pay for projects already completed.

5. APPLICATIONS REVIEW

Your application will be reviewed by staff and we may invite your organization for an interview. We will review your application based on these considerations:

- a. How the project supports the Social Impact Objectives of the DTES Plan (Chapter 1); applicants should describe how all or some of the objectives would be met.
- b. For CED projects, how would they:
 - Maintain diversity of existing businesses and commercial uses and supporting affordable commercial spaces for social enterprises, micro enterprises and small businesses providing low-cost goods and services for residents.
 - Encourage the use of local goods and services in the construction, operation and maintenance of the proposed development or business.
 - Encourage local and inclusive hiring in the construction, operation and maintenance phases of the improvement.
 - Establish new CED initiatives or strengthening of social and micro enterprises.
- c. The ability, effectiveness and type of service offered by your organization and project partners.
- d. Data and targets that measure project outcomes (for example: number of local jobs created, number of people trained, or amount of local-serving retail space).
- e. The amount of financial support secured from other sources as matching funds.
- f. The cost of the project.

5. COST SHARING

The DTES Capital Grants Program uses a cost-sharing arrangement with your organization in order to build capacity and leverage funding from other sources. Other funding sources could include government programs, the private sector, trusts, donations, cooperatives, applicant's own reserves and in-kind contributions.

In general, the City's contribution will not exceed 50% of the total project cost, from \$5,000 up to a maximum of \$50,000. If you have a substantial capital project that requires a grant more than \$50,000, please contact us to discuss before submitting your application.

Your organization does not need to secure all funding at the time of application. When the application is approved, you have up to one year to raise the funds and complete the project.

6. GRANT PAYMENT

After City Council has approved your project, payment terms will be determined and described in the Terms of Reference (ToR) and Letter of Understanding (LOU) that is signed by The City and your organization.

A grant can only be paid after your organization has confirmed that all matching project financing and contribution is in place.

If your organization is not able to meet conditions of the grant, start or complete the project based on an agreed timeline, the project may be terminated and any funds paid to the project will need to be returned to the City.

7. CITY COUNCIL DECISION ON CAPITAL GRANTS

City Council makes the final decision on your application. City staff will review all applications and make recommendations to City Council.

8. HOW TO APPLY

Please see next page.

**APPLICATION DEADLINE IS:
4:30PM - Thursday April 21, 2016**

To apply, please follow these steps:

1. Complete and sign the application form.
2. Submit application either by:
 - a) **Email:** Scan the signed form, save it as a PDF document and email it with the subject "2016 DTES Capital Grants" to: dtes.grants@vancouver.ca .
 - or**
 - b) **In person to:** Planning and Development Services, ground floor - 515 West 10th Avenue, attention: Wesley Joe.
In person deliveries are accepted Monday to Friday, 8:30-4:00 pm

You may find the application form online at
<http://vancouver.ca/home-property-development/dtes-local-area-plan.aspx>

9. SUPPORTING DOCUMENTATIONS

The following documents are required as attachments to support your request:

1. A least two current detailed cost estimates.
2. Drawings and plans of the proposed project, if applicable.
3. Letter from Worker's Compensation Board confirming the applicant is registered in good standing and the registration number.
4. Letters of confirmation from other funding sources, if available.
5. A copy of your BC Registry Certificate of Good Standing, if not previously submitted in other grant applications.
6. If the property is not owned by the applicant, a copy of the lease and a letter from the landlord/property owner authorizing the proposed project. If the property is located in a City-owned facility, a letter from the City authorizing the project is not required, as staff will consult with the Facilities Department directly. However it is very strongly advised that you contact your City representative in the Facilities Department in advance of making an application to us to make them aware of your project.

If you have questions about your application, please contact Wesley Joe or Helen Ma from the Downtown Eastside Planning Group.

Wesley Joe	Office: 604.873.7736	Email: wesley.joe@vancouver.ca
Helen Ma	Office: 604.873.7919	Email: helen.ma@vancouver.ca