A8



ADMINISTRATIVE REPORT

Report Date:

June 8, 2010

Contacts:

Mary Clare Zak / Wendy Mendes

Contact No.:

604.871.6643

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604.871.6031

RTS No.:

RTS 08468

VanRIMS No.:

08-2000-20

Meeting Date:

June 22, 2010

TO:

Vancouver City Council

FROM:

The Deputy City Manager, in consultation with the Deputy General

Manager, Community Services Group and the Manager, Sustainability Office

SUBJECT:

Plan to Expend Greenest City Neighbourhood Grants and Staff Funding

Recommendations to Council for 2010 expenditures

RECOMMENDATION

- A. THAT Council approve plans described in this report to expend Greenest City Neighbourhood Grant funds.
- B. THAT Council approve staff recommendations for 2010 in the amount of \$99,968; source of funds to be the 2010 operating budget.
- C. THAT Council recognize Social Policy / Community Services Group as the lead agency for grant administration and reports to Council following the objectives and criteria established in this report.

Recommendation B authorizes grants and requires eight affirmative votes for approval.

CITY MANAGER'S COMMENTS

The City Manager recommends approval of A through C.

COUNCIL POLICY

On April 23, 2002, Council adopted definitions and principles for environmental, economic and social sustainability to guide City actions and operations.

On July 8, 2003, Council approved a motion supporting the development of a just and sustainable food system for the City of Vancouver that fosters equitable food production,

distribution and consumption; nutrition; community development and environmental health.

On February 15, 2007, Council adopted the Vancouver Food Charter which sets out Vancouver's commitment to the development of a coordinated municipal food policy.

On February 3, 2009, Council passed a motion to establish a Mayor's Greenest City Action Team (GCAT) as a type D Committee.

On April 7, 2009, Council approved the Final Budget Estimates allocating \$100,000 toward a Green Grants fund (referred to here as the City Neighbourhood Grants Fund).

On May 5, 2009, Council received a 'Quick Start' report from GCAT with forty-four recommendations on actions the City can take immediately to advance the goal of becoming the greenest city in the world by 2020. The recommendations included establishing a green grants program.

On May 4, 2010, Council adopted the long-term environmental goals recommended by the Greenest City Action Team (GCAT) in their report, *Vancouver 2020: A Bright Green Future*. Council also directed staff to proceed with the development of a "Greenest City 2020 Implementation Plan," which includes a grant program.

Approval of grant recommendations requires eight affirmative votes.

PURPOSE AND SUMMARY

This report describes goals for the ongoing expenditure of the annual Greenest City Neighbourhood Grant Fund. It also recommends expenditures of \$100,000 for the 2010 allocation for the Greenest City Neighbourhood Grants Fund.

Through this report, staff also requests Council to recognize Social Policy/Community Services Group as the lead agency, in consultation with other civic departments, for grant administration following the objectives and criteria established in this report.

BACKGROUND AND DISCUSSION

Priorities identified in *Vancouver 2020: A Bright Green Future* Action Plan include a green economy and green jobs; green communities; and human health, emphasizing clean water, clean air, and local food.

The goals of the Greenest City Neighbourhood Fund are to i) advance multiple efforts outlined in *Vancouver 2020: A Bright Green Future* Action Plan; ii) promote civic engagement and strengthened social capital at the neighbourhood level, and iii) to leverage other external funding, partnerships, and resources.

The focus of the \$100,000 annual allocations for 2009 and 2010, totaling \$200,000, is to support local urban food systems projects meeting multiple goals identified in the *Vancouver 2020* Action Plan such as ecological health, urban greening, a green economy, and building neighbourhood food assets. Further, projects need to demonstrate how activities will

enhance community capacity, leverage funding and community resources, and generate opportunities to advance the health and well being of Vancouver neighbourhoods. Such initiatives will ultimately build on prior City policies such as the Food Charter that support the development of comprehensive food security policy in Vancouver.

On April 6, 2010 Council approved a \$100,000 grant to the SOLE Food Urban Agriculture Project of which \$50,000 came from the 2009 Greenest Neighbourhood Grants allocation (RTS 08629). Funds remaining in the 2009 allocation (\$50,000) and the recommended 2010 allocation (\$32) are earmarked for priority initiatives that will be the subject of a future 2010 report.

Allocation	Amount Recommended	Date/RTS	Project	Remaining
\$100,000 (2009)	\$50,000	April 6 th 2010 RTS 08629	SOLE Food Urban Agriculture Project	\$50,000
\$100,000 (2010)	\$99,968	June 22, 2010	Neighbourhood Urban Food Systems & Small Grants Pilot	\$32

The funding focus may change in future to address other areas of priority. The City's *Vancouver 2020: Bright Green Future* steering committee and external advisory groups will be consulted to determine the funding focus for 2011.

Grant Streams

There are two funding streams for the 2010 Greenest Neighbourhood Grants fund. Stream I supports neighbourhood wide food systems initiatives, and Stream II is a "small grants" pilot that involves a partnership with the Vancouver Foundation, Neighbourhood Houses and Community Centres that engages residents in initiating and leading small scale neighbourhood food projects with \$500 'seed' money.

Stream	Key Partner	Funding Allocation
I. Neighbourhood Urban Food Systems	Neighbourhood Food Networks	\$83,968
II.Neighbourhood Small Grants Pilot	Vancouver Foundation & Neighbourhood Houses	\$16,000
Total Allocation		\$99,968

Stream I: Neighbourhood Urban Food Systems projects (Total: \$83,968)

This stream was targeted to five existing Neighbourhood Food Networks in Vancouver. Neighbourhood Food Networks are coalitions of community organizations and community members working together to achieve food system goals, building community capacity, food

security, and food 'hubs' within geographic areas of the City. The networks are recognized by Vancouver Coastal Health Authority, other government and non governmental entities as having the expertise and capacity to help identify and address food security issues in Vancouver.

Grant eligibility was limited to existing networks so that the relatively modest amount of available funding could be targeted to groups best aligned with grant objectives. Supporting neighbourhood networks also provides support across five geographic areas across the city, each with unique needs.

Application process

Networks were provided with written notification of grant availability and eligibility criteria in March and the deadline for project submissions was April 30th.

Five project proposals were received, reviewed and assessed by the Urban Agriculture Steering Committee, representing six City departments, and co-chaired by the Director of Social Policy and Park Board Director (Vancouver East District). The Urban Agriculture Steering Committee acts as a working group on food related issues to the Vancouver 2020 steering committee. Each of the network applications met eligibility and assessment criteria noted above.

Eligibility and Assessment

Eligibility criteria included:

- requirement to be registered non-profit societies in good standing (or operate under the umbrella of a registered non-profit Society such as a Neighbourhood House)
- a proven track record in neighbourhood-based food projects

Assessment Criteria included:

- identification of priority food system initiatives
- sound financial and project planning, including goals, outcomes, and budget
- partnerships and community support
- contribution of resources (including volunteer time) towards the project beyond the City's contribution
- information on how the project could be sustained beyond this grant
- plans to connect with other networks to establish cross neighbourhood knowledge transfer and capacity building

Timelines and Grant Term

The project must be completed within one year of City Council's approval of the grant.

Accountability

Organizations awarded grants will provide a written evaluation outlining results achieved and lessons learned, in addition to financial reports upon project completion. Results will be shared with the Vancouver 2020 Steering Committee, the Urban Agriculture Steering Committee, and the Food Policy Council, that acts as the 2020 advisory group. For further information on the grant criteria, see Appendix A.

Recommended funding allocations are as follows. For project details, see Appendix B.

Neighbourhood Food Network	Project Name	Recommended Allocation
Downtown Eastside Right to Food Network Applicant: Downtown Eastside Neighbourhood House	Food Distribution and Food Waste Business Plans	\$17,500
Grandview Woodlands Food Connection Applicant: Britannia Community Centre Association	Britannia Urban Gardens Project	\$15,150
Renfrew Collingwood Food Security Institute Applicant: Collingwood Neighbourhood House	Organic growing, community kitchens and food skills workshops	\$15,000
Trout Lake Cedar Cottage Food Security Network Applicant: Farm Folk/City Folk Society	Pocket Market Coupon Program	\$16,392
Westside Food Security Collaborative Applicant: Kitsilano Neighbourhood House	Westside Food Recovery Pilot	\$19,926
TOTAL		\$83,968

Stream II: Neighbourhood Small Grants Pilot (Allocation: \$16,000)

The Neighbourhood Small Grants stream is a pilot partnership between the City of Vancouver and Vancouver Foundation. Modeled after Vancouver Foundation's successful Neighbourhood Small Grants Program, City funds towards this pilot will support priority neighbourhood initiatives and enable over 30 citizen lead food related projects in Vancouver. Examples of potential projects include gardens, edible landscape projects, or skill building workshops. The expertise, evaluation and administrative structures established by Vancouver Foundation will be used to establish this small grants opportunity with a specific focus on the City's food system goals.

The Vancouver Foundation recognizes the importance of food security and is contributing \$10,000 of its Neighbourhood Small Grants funds and \$10,000 in kind towards the small grants food pilot. A total of \$16,000 in City funding will be allocated to the Association of Neighbourhood Houses (\$8,000), Strathcona Community Centre (\$4,000), and Cedar Cottage Neighbourhood House (\$4,000) to implement the pilot.

The pilot will be implemented in between July and October 2010. A copy of the partnership agreement with the Vancouver Foundation, to be executed pending Council's approval, is attached as Appendix C.

Overall, the leverage gained through the City's contribution is significant. The approximately

\$100,000 investment is leveraging over \$100,000 in both cash and in kind contributions. Other funding sources include the Vancouver Foundation, VanCity Community Foundation, the United Way, and the Province of BC.

GRANTS ADMINISTRATION

Social Policy / Community Services Group will serve as the lead agency for grant administration for allocation streams I and II following the objectives and criteria established in this report. The Greenest Neighbourhood Grants will be incorporated into a comprehensive review of Social Policy grant initiatives in 2010.

FINANCIAL IMPLICATIONS

On April 7, 2009, Council passed the Final Budget Estimates allocating \$100,000 on an annual basis toward a Greenest City Grants fund.

On April 20, 2010, Council approved the allocation of \$50,000 from the 2009 Greenest City Grants fund (RTS 08629) towards supporting the SOLE Food Urban Agriculture Project. The remaining \$50,000 from the 2009 budget is earmarked towards other priorities.

This report recommends an allocation of \$99,968 from the 2010 Greenest City Grants budget, leaving a balance of \$32.

		Amount
2010 Greenest City Grants Budget		\$100,000
Less Recommended Amounts:		
Stream 1- Neighbourhood Urban Food Systems	\$83,968	
Stream 2 - Neighbourhood Small Grants Pilot	<u>16,000</u>	<u>\$99,968</u>
Remaining 2010 Greenest City Grants Budget		\$32

PERSONNEL IMPLICATIONS

The Urban Agriculture Steering Committee acts as a working group to the Vancouver 2020 steering committee, and collaborated to identify priorities, approaches and to review funding proposals. Funds will be administered using existing Social Policy grants administration and respective staff expertise. No additional staff resources are being requested.

ENVIRONMENTAL IMPLICATIONS

The two recommended funding streams will catalyze community action around the City's environmental and food system goals, support urban greening, reducing edible food waste, and creating and sustaining local food production, distribution and access programs.

SOCIAL IMPLICATIONS

Through the implementation of projects approved under the Greenest City Neighbourhood Grants, Vancouver's communities will enhance their capacity to maintain and build resources and social networks to address current food security issues and develop resiliency to prevent and/or respond to problems in the future. The recommended projects also support the City's

Urban Health initiative, a partnership with Vancouver Coastal Health, which includes strengthening food security and food systems in Vancouver, in particular among vulnerable populations.

CONCLUSION

The approval to expend the \$99,968 annual Green Grants Fund from the 2010 budget will allow staff to implement the priority initiatives described in this report, namely: Grants to existing Neighbourhood Food Networks to develop and deliver urban food projects; and a Greenest City Neighbourhood Small Grants fund in partnership with Vancouver Foundation.

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GREENEST CITY NEIGHBOURHOOD GRANTS (GCNG) PROGRAM ELIGIBILITY CRITERIA

The goal of the Greenest City Neighbourhood Grants Program is to:

- 1. Enhance the *Mayor's Greenest City Action Team* priorities with a focus on urban food projects that meet multiple goals such as ecological health, community economic development, poverty reduction, building neighbourhood food assets, and increasing community capacity.
- 2. Leverage funding and generate opportunities to advance the health and well being of Vancouver neighbourhoods.

2010 Priority

The 2010 priority is to fund existing <u>Neighbourhood Food Networks</u> (NFNs) to develop and deliver urban food projects. NFNs are coalitions of community members, community organizations and agencies who work to achieve food system goals, and in so doing, seek to increase overall community capacity. There are approximately five NFNs currently operating in the City of Vancouver.

Funding allocations

Grants may be up to \$15,000. Exact funding amounts will be determined based on finalization of scope of work. Once agreements are reached, staff will report back to Council for final approval of specific grants.

Project ideas

- o Urban agriculture projects
- Micro-enterprise and / or skill-building programs
- Nutrition programs
- Food distribution programs
- Pocket markets
- Food waste or food composting projects
- o Community kitchens
- Aquaculture projects
- Edible landscaping
- o Indigenous food sovereignty
- Seed saving

All projects should enable community capacity building, participation in community decision-making, and social inclusion.

Eligibility

For this round of funding, only existing NFNs are eligible to apply. To be considered a NFN, applicants must be registered non-profit societies in good standing (or operate under the umbrella of a registered non-profit Society or Neighbourhood House), have a proven track record in neighbourhood-based food projects, demonstrate sound financial and project planning, identify partnerships and community support, and contribute resources (including volunteer time) towards the project beyond the City's contribution.

Fund recipients will be required to complete an outcomes based project evaluation. Recipients will also be required to indicate how they will network with other NFNs to establish methods of neighbourhood-to-neighbourhood mentoring and capacity building.

The longterm goal is to support the creation of NFNs across every neighbourhood in the city. However, the first step will be to solidify the infrastructure and sustainability of <u>existing NFNs</u>.

Timelines and Grant Term

Deadline for Applications is <u>Friday</u>, <u>April 30th</u>, <u>2010 at 4:30 PM</u>. The project must be completed, and the City funding spent on the project within one year of City Council's approval of the grant.

Approvals and Dissemination of funding

Project proposals will be reviewed by a City Steering Committee chaired by the Director of Social Planning. Following the review process, recommendations will be made by staff. All initiatives will require Council approval. Applicants will be notified of the staff recommendations together with notice of the City Council meeting date at which the grants will be considered. Funds will be allocated through grant allocations to non-profit organizations according to City policy and standards. Successful applicants generally receive grant payment within two and a half weeks of approval.

Accountability

Organizations or individuals contracted to implement the projects are expected to provide a written evaluation outlining the results achieved and lessons learned, in addition to financial reports upon project completion. Staff will report back to Council annually with the outcomes for each individual project or initiative.

How to Apply

To express interest, please send a 3-page description (MINIMUM 12 point font, 250 words per page) outlining the following:

- o A brief overview of your Neighbourhood Food Network
- Description of the project: location, description, and proposed activities (including start-up and completion dates)
- Statement of the issues or community priorities that the project(s) will address, and how the project was identified as a priority by the NFN;
- Objectives (what you expect the project to achieve)
- Project partners, organizations or other support (list all participants, partners, including volunteers, and the roles they will play in the project)

- o Intended outcomes (describe the impact the project will have on your community and any specific items, such as plans, a report, business plan or a garden, that will be produced)
- o Evaluation of the project (how you will know if the project has been successful) Please submit an additional 1 page (maximum) outlining the following:
 - Project budget including in kind contributions and other actual and potential funding sources
 - o Financial plan (describe how the pilot project will be sustained after the pilot funding)

All applicants should discuss their proposal with Social Planning staff before submitting an application. The Social Planning Department main telephone is 604-873-7487. Applications must be received by Social Planning by the deadline of 4:30 p.m. on Friday, April 30th. Late applications will not be accepted. Paper copies only. Electronic submissions will not be accepted. Application must be signed by two Board members.

Please submit the application to:

Wendy Mendes City of Vancouver, Social Policy Department #100 - 515 West 10th Avenue Vancouver, B.C. V5Z 4A8 tel: (604) 871-6031 fax: (604) 871-6048

wendy.mendes@vancouver.ca

STREAM I Neighbourhood Urban Food System projects

Neighbourhood Food Network	Budget	Project Description	Project Partners
Downtown Eastside Right to Food Network Applicant: Downtown Eastside Neighbourhood House	 Total project budget: \$30,530 City contribution: \$17,500 Other sources: \$13,030 	 Funding will be used to prepare business plans to design neighbourhood solutions for food waste distribution and composting. The food waste and composting plans will increase composting knowledge and coordination among DTES organizations, support collaboration with City's Food Scraps Program, and identify opportunities for social enterprise. 	Solefood Farm, United We Can, Recycling Alternative, Crabtree Housing, Carnegie Community Action Project, Vavi/McMuillen Housing Society, PACE Society, WISH, Vancouver Second Mile Society, VANDU, Oppenheimer Park, Drs Jeffery Masuda, Jim Franish, Graham Riches, and Yona Sipos; Contact Centre, Community Market, Insite, Aboriginal Front Door Society, AIDS Vancouver, Vancouver Native Health's Diabetes Program, LoCo BC, Green Table Network, Vancouver Museum, and other Vancouver Food Networks
Grandview Woodlands Food Connection Applicant: Britannia Community Centre Association	 Total project budget: \$27,969 City contribution: \$15,150 Other sources: \$12,819 	 Situated at Britannia Senior Secondary, the project will result in new food gardens, composting, fruit trees, beekeeping, a greenhouse for use by the neighbourhood and provide education, skill building, mentoring, intergenerational and intercultural exchange opportunities for children, youth and adults. The project will sustain itself through community collaboration and an ongoing garden management plan. 	Britannia Secondary, Britannia Alternative Program, Britannia Elementary School, UBC Land/Food Systems, Vancouver Board of Education, Britannia Community Centre, Vancouver Coastal Health, Environmental Youth Alliance, Backyard Bounty, Check Your Head, Vancouver Community Agriculture Network, Britannia Neighbours, Britannia Parent Advisory Committee, and other Vancouver Food Networks

Neighbourhood Food Network	Budget	Project Description	Project Partners
Renfrew Collingwood Food Security Institute Applicant: Collingwood Neighbourhood House	 Total project budget: \$70,000 City contribution: \$15,000 Other sources: \$55,000 	 Project goals are to increase access to existing food network activities, such as organic growing, community kitchens and food skills workshops, among culturally diverse and low income populations in the neighbourhood. Increased access to healthy food, skill development, and enhanced mentorship opportunities among culturally diverse and low income communities in the Collingwood neighbourhood are anticipated outcomes. 	Evergreen Community Health Centre, Collingwood Community Policing Centre, Vancouver Food Policy Council, and other food security networks in Vancouver
Trout Lake Cedar Cottage Food Security Network Applicant: FarmFolk/CityFolk Society	 Total project budget: \$21,937 City contribution: \$16,392 Other sources: \$5,545 	 This initiative will result in a series of 10 monthly 'pocket markets' between August 2010 and Jun 2011 that will support access to healthy local and organic food at wholesale prices in the Cedar Cottage neighbourhood. Participants pay a fee that helps purchase food at wholesale costs and participants access purchases on pocket market day. In addition to obtaining healthy low cost food, neighbours will meet each other and be connected to cooking workshops, community kitchens and other programs. City funds will support a part time coordinator, supplies, and equipment rental. Plans are to develop a self sustaining social enterprise over time. 	Evergreen Community Health Centre, Cedar Cottage Neighbourhood House, FarmFolk/CityFolk, BC Housing, and volunteers from TLCC
Westside Food Security Collaborative Applicant: Kitsilano Neighbourhood House	 Total project budget: \$24,926 City contribution: \$19,926 Other sources: \$5,000 	 This project will result in improved food recovery systems on the west side, divert food waste from the landfill, support Kits Neighbourhood House as a food hub, and help plan for the 2011 winter response to support food provision to the vulnerable and homeless. Examples include: improving drop off/recovery coordination initiatives in partnership with the Fruit Tree Project and Plant a Grow a Row, Grow a Row, and enabling local farmers and gardeners to sell produce at 20 pocket markets from June until September. City funding will be used to support a part time project coordination, supplies, and marketing. The organization will seek funds from Metro Vancouver and other sources to help sustain this initiative. 	Jewish Family Service Agency, Kitsilano Farms, Garden Heart Productions, Vancouver Fruit Tree Project, Plant a Row, Grow a Row, and the South Granville Seniors Centre

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PARTNERSHIP AGREEMENT

GREENEST CITY NEIGHBOURHOOD SMALL GRANTS (GCNSG) PILOT PROGRAM 2010

INTRODUCTION

The Greenest City Neighbourhood Small Grants program is a partnership between the City of Vancouver (COV) and Vancouver Foundation (VF). Modeled on Vancouver Foundation's Neighbourhood Small Grants program (NSG), the GCNSG will make use of the expertise and systems established by Vancouver Foundation to implement this pilot program. Commencing in July 2010, this pilot program is intended to support urban food projects which will encourage community capacity building, participation in community decision-making and social inclusion. Project examples include, but are not limited to:

Food growing projects: Building small food gardens or garden plots. Funding can cover expenses related to materials or planning but not manual labour in creating the garden. Examples might include small container gardens projects that support school curricula, food growing programs or small demonstration gardens for educational purposes or nutrition programs.

Food workshops or skill building programs: Supporting educational workshops related to healthy eating, food growing, canning, food processing or seed saving. Funds may contribute towards honoraria for workshop presenters, renting space to hold the workshops or subsidizing registration fees.

Food system strategies: Creating and implementing new food system strategies, enhancing existing strategies or integrating best practice approaches related to food systems that are part of a bigger plan for a group or organization. For example, creating a plan to grow food and use in it a food service operation.

Food policy development: Supporting new policy or policy change, or aligning policies in an organization related to food security and food gardening.

LOCATION

Four neighbourhoods, comprising ten community organizations in Vancouver will work in clusters to administer the NSG programs. They include: Carnegie, Ray-Cam and Strathcona; Little Mountain and Mount Pleasant; Kiwassa, Frog Hollow and Cedar Cottage; and South Vancouver and Collingwood. The GCNSGs will consist of a defined granting program to be administered through the Neighbourhood Houses in East Vancouver that currently participate in the Neighbourhood Small Grants program.

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GOALS & OBJECTIVES

- Distribute one-time grants to support urban food projects with a focus on: ecological health; community economic development; poverty reduction; building of neighbourhood food assets; and increasing community capacity;
- Create a pilot program focused on urban food projects using the NSG Program process as a model;
- Leverage funding and generate opportunities to advance the health and well being of East side Vancouver neighbourhoods with a view to potential city-wide program expansion pending available resources;
- Advance food system goals in neighbourhoods by putting resources and decisionmaking capacity directly in the hands of residents;
- Complement and enhance Greenest City Neighbourhood Grants allocated to Neighbourhood Food Networks.

ROLES

- COV and VF will work in partnership to provide oversight for the implementation and evaluation of this program;
- COV will directly support urban food projects with small grants administered through the Mayor's Greenest City Action Team;
- VF will work with Neighbourhood Houses to distribute the funds utilizing the existing model for the NSG program.

RESPONSIBILITIES Financial Contribution

City of Vancouver contribution for urban food projects grants	\$16,000 (\$4,000 per neighbourhood)
Vancouver Foundation contribution of staff, meeting coordination and administrative oversight	\$10,000 (in kind)
Vancouver Foundation contribution to participating neighbourhood houses for administrative support	\$10,000

Program Implementation

- Criteria for small grants will be developed and agreed to by both partners drawing from the NSG model;
- Vancouver Foundation will organize and meet with representatives of participating neighbourhood houses to provide an overview of this new project;
- COV and VF will work together on a communication strategy for stakeholders and media;
- Neighbourhood Houses will help to administer funds and act as facilitators.

Evaluation

• Based on the NSG evaluation framework, COV and VF will work together to create an evaluation framework to assess the value and impact of this pilot program.

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TIMELINE

ACTION	DATE
Agreement in principle of partnership	May 2010
Council Report for approval of allocation recommendations	June 22, 2010
Meeting with Neighbourhood Houses to determine program guidelines and criteria	July 2010
Implementation of Program	July - October 2010
Value Determination	January 2011
Final recommendations and Observations	February 2011

SIGNATURES

Mary Clare Zak Director, Social Policy City of Vancouver

Scott Borland Vice President

Grants & Community Initiatives Vancouver Foundation