

Neighbourhood Small Grants Program 2011



225 east 2nd street
North Vancouver bc v7l 1c4
Tel 604.987.8138
www.nsnh.bc.ca



Applicants Manual

vancouver
foundation



Time Lines

Applications due	August 5, 2011
Notification	August 11, 2011
Cheque Presentation Event	August 15, 2011
Projects Completed by	November 13, 2011
Wind Up Celebration	November 29, 2011

How to Build Community

Turn off your TV. Leave your house. Know your neighbours. Look up when you are walking. Greet people. Sit on your stoop. Plant flowers. Use your library. Play together. Buy from local merchants. Share what you have. Help a lost dog. Take children to the park. Garden together. Support neighbourhood schools. Fix it even if you didn't break it. Have pot lucks. Honour elders. Pick up litter. Read stories aloud. Dance in the street. Talk to the mail carrier. Listen to the birds. Put up a swing. Help carry something heavy. Barter for your goods. Start a tradition. Ask a question. Hire young people for odd jobs. Organize a block party. Bake extra and share. Ask for help when you need it. Open your shades. Sing together. Share your skills. Take back the night. Turn up the music. Turn down the music. Listen before you react to anger. Mediate a conflict. Seek to understand. Learn from new and uncomfortable angles. Know that no one is silent though many are not heard. Work to change this.

Acknowledgements

Strong, vibrant communities are an essential part of our province's social and economic fabric. When residents become active in their neighbourhoods, communities are strengthened from the ground up. Communities become more vibrant and safer when people feel engaged. This is the reason Vancouver Foundation created the Neighbourhood Small Grants Program.

Since 1999, the program has supported hundreds of resident-led initiatives that enhance local neighbourhoods in communities across Burnaby and Vancouver. Grants range from \$50 to \$500, and are reviewed by volunteer community committees selected in five different neighbourhoods.

In 2011 the Vancouver Foundation expanded its mandate to the North Shore. The North Shore Neighbourhood House is managing the program. Currently four North Vancouver communities have been identified, these include; Ridgeway/Moodyville, Lower Lonsdale, Lynn Valley and Inter River.

The North Shore Neighbourhood House would like to express its appreciation to the South Burnaby Neighbourhood House, Kiwassa Neighbourhood House and all of the other "Houses" who have developed vibrant and safe communities, one neighbourhood at a time. The information you will find threaded throughout this manual is through their combined efforts. These Houses took the time to share with us their knowledge, their learning and their resources. Thank you.

Introduction

The North Shore Neighbourhood House (NSNH) is very excited to present the Neighbourhood Small Grants Program. This program is due in part to the generosity of the Vancouver Foundation who shares the same values at the NSNH that healthy, safe and vibrant communities are critical.

The Neighbourhood Small Grants (NSG) Program awards small grants to projects organized by local residents that will improve North Shore Communities, build relationships and enhance individual skills in the community. It is believed that all neighbourhoods can be vibrant and safe places for the people who live there. One way to strengthen neighbourhoods is to build on the capacity of residents. This project is aimed at supporting residents to initiate activities in their communities to benefit the local people. These activities can include carrying out physical improvements, creating solutions to social problems or developing new relationships.

This program will award \$15,000 this year to about 40 grants ranging from \$50 to \$500 each. The geographical areas that qualify include; Lower Lonsdale, Inter Rivers (Lillooet –Lynn timer Area), Ridgeway/ Moodyville and Lynn Valley communities.

The process of reviewing applications and allocating funds will be overseen by a volunteer resident committee.

Project Ideas

Here is a list of the kind of projects that have been carried out by grant recipients in other neighbourhoods. It is a good place to get ideas, but other ideas for projects are welcome!

- ✓ Neighbourhood bench with plants
- ✓ Neighbourhood Children's Block Party
- ✓ Youth Celebrate Canada Day event
- ✓ Neighbourhood picnic table
- ✓ Saturday Night Fish Fry
- ✓ Sunday Funday
- ✓ Neighbourhood Star Party
- ✓ Get-to-know-you/Block Watch/Planting event
- ✓ Fence painting party
- ✓ Community barbeque
- ✓ A children's community garden
- ✓ Portable skateboarding facility
- ✓ Family block party
- ✓ Boulevard garden project
- ✓ Community Bulletin Board/Paving Stones Project
- ✓ Creative recycling workshop
- ✓ Neighbourhood "Children Playing" signs
- ✓ Neighbourhood clean-up and party
- ✓ Mini art fair
- ✓ Community Mosaic Project
- ✓ Street hockey party
- ✓ Traditional First Nations Dinners
- ✓ Boulevard gardens
- ✓ Playground "green space" gardens

Goals

The Neighbourhood Small Grants Program has five goals;

1. To build leadership capacity within the neighbourhoods.
2. To bring together neighbours with the intent of strengthening community.
3. To encourage and facilitate diversity.
4. To build upon and share existing residents skills, knowledge and connections.
5. To support a sense of shared ownership and pride of neighbourhoods by local residents.

Program Rules

1. The deadline for grant applications is 4 pm on August 5, 2011. Successful applicants should prepare to come to a cheque presentation on August 15, 2011.
2. Projects should improve the neighbourhood socially, physically or culturally.
3. The project must occur within the four specified North Shore geographical neighbourhood boundaries. Field trips outside the boundaries indicated on the map are not fundable projects.
4. The two project applicants must live within the neighbourhood boundaries and should not reside at the same address.
4. The project must be completed before November 13, 2011. A wrap up celebration party will be held November 29, 2011.
6. Approved projects should represent the diversity in the neighbourhood.
7. The project must adhere to North Vancouver City and District bylaws.
8. The project must be socially acceptable to the majority of the neighbourhood.
9. Registered organizations are not eligible for funding.
10. The applicant cannot profit financially from the project.
11. Grants range from \$50.00 to \$500.00. Applicants may request the full grant or less than that amount. Committee Members may award less than the amount requested, at their discretion.
12. Project organizers will be given an Expenses and Data Collection envelope which must be returned to the Community Celebration Wrap-up event. All receipts should be included and should reflect the intent of the original application.

Program Guidelines

Funding is largely for projects that are stand-alone events. Grants are not intended to be part of the general revenue for a larger event. In some cases, the committee may decide to fund a particular event within a larger project with the expectation that there will be signage indicating that this event was funded by the program.

The NSG Program is intended to foster relationships and community connections in the community, so applications for private, family-only or professional events will not be funded. Similarly, applications for purchase of materials for distribution only without any event or ongoing opportunity for social interaction are unlikely to be funded.

The application must include the project applicants' names, addresses, and phone numbers (or a number where a message can be left).

The maximum grant award is \$500.00. Applications for grants of less than that amount are welcomed. Grants may be awarded in amounts lesser or equal to the amount requested by the applicant.

Capital expenditures (such as purchase of park benches, bulletins boards or other pieces of furniture/equipment) are acceptable expenses if they are for the use of the community on an ongoing basis. For example, purchasing park benches for a neighbourhood park or green space may be an acceptable expense.

Capital expenditures for items that will be retained after the event and used personally are not acceptable expenses. For example, purchasing a barbeque for a community party would not likely be considered an acceptable expense because the barbeque would likely be retained after the event as private property.

Capital expenditures for improvements to privately owned property or co-operatives are not acceptable expenses. Such improvements are the responsibility of the owners and beyond the scope of this program.

Room rentals for community events may be funded, so long as the rental rate is within the pricing of non-profit or community rental standards (i.e. the cost for using a room at a community centre). Rental costs beyond those rates will not be funded.

The NSG Program is intended to foster community connections and volunteerism. With that in mind, honorariums should be used sparingly and limited to \$50.00 only.

Proposals that involve using public lands or installing items on public lands should ensure and indicate that appropriate permissions have been obtained and that there are no North Vancouver City or District bylaws restricting the proposed activity. For example, an application that proposes to plant trees in a schoolyard, park, boulevard, etc. must first obtain permission from the appropriate authority (preferably in writing) to do so. The Small Grants Application should clearly note that permission was obtained and provide either a letter from the authority confirming permission and/or provide the contact's name, title and phone number for verification.

Grant recipients may be required to set up signage, at events or at the location of installed items, to advertise the fact that funding came from the Neighbourhood Small Grants Program.

[For more information contact Joy Hayden at 604-987-8138](#)