

To: Chief Administrative Officer
From: General Manager Parks, Recreation and Cultural Services
Re: Festivals Burnaby Grant - Small Scale:
Grant File # 22-S-005

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3.0 BACKGROUND

The BCIT Student Association is an established non-profit organization that exists to enhance student life and the organization produces dozens of special events and festivals throughout the year with full time staff and volunteers to plan and implement. The Association is taking a different approach this year through the development of a new Community WinterFest event, which encourages local area residents, especially young families, to attend along with students. This is a first step to uniting the BCIT campus with the rest of the City through broader community engagement. The new and free seasonal celebration will feature a variety of high school and adult choirs and entertainers, photo booth, crafts, hot drinks and snacks, and local artisans market.

The application request was submitted in October, outside of the grant intake parameters. As per the Festivals Burnaby project grant guidelines, the intakes are twice a year, March 15 (covers special events taking place July through December this year) and October 15 (covers special events taking place January through June 2023). The application deadlines are in place to protect the transparency of the process and treat all community organizations fairly.

Through the Festivals Grant application intake process, the Executive Committee of Council has approved \$76,344 in funding to eight organizations. Due to the cancellation of the Committee meetings in the interim during the election process, this request is submitted directly to Council for consideration and subsequent approval of the recommendation or provide an alternative amount.

4.0 RECOMMENDATION

The application has been completed in full and the applicant has shown evidence that they have some capacity to coordinate the event. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing /promotions and administration. While this request falls outside the grant intake deadlines, staff recommend Council review this as a one-time late application considering the new seasonal event and the need to support cultural groups as they plan events and recover from the COVID-19 pandemic.



Mary Morrison-Clark
GENERAL MANAGER PARKS, RECREATION AND CULTURAL SERVICES

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