

CITY OF BURNABY

COMMUNITY ISSUES AND SOCIAL PLANNING COMMITTEE

HIS WORSHIP, THE MAYOR  
AND COUNCILLORS

RE: GRANT PROPOSAL TO MULTICULTURALISM AND  
CITIZENSHIP CANADA - RACE RELATIONS AND  
CROSS-CULTURAL UNDERSTANDING PROGRAM

RECOMMENDATIONS:

1. THAT Council approve the submission of a grant request to Multiculturalism and Citizenship Canada as outlined in this report.
2. THAT staff be authorized to include a copy of this report with the grant application to Multiculturalism and Citizenship Canada.

R E P O R T

The Community Issues and Social Planning Committee, at its meeting held on 1993 March 24, received and adopted the attached staff report seeking approval for submission of a grant proposal to Multiculturalism and Citizenship Canada to help fund a proposed consultation process with selected ethnic groups in Burnaby.

The Committee therefore submits the report, outlining the grant proposal to Multiculturalism and Citizenship Canada for Council's approval.

Respectfully submitted,

Councillor E. Nikolai  
Chair

Councillor J. Young  
Vice Chair

: COPY - CITY MANAGER  
- DIR. ADMIN. & COMM. SERV.  
- DIRECTOR FINANCE  
- DIR. PLNG. & BLDG.  
- DIR. REC. & CULT. SERV.

Councillor C. Redman  
Member

TO: COMMUNITY ISSUES & SOCIAL PLANNING COMMITTEE 1993 FEBRUARY 17

FROM: ACTING DIRECTOR PLANNING & BUILDING OUR FILE: 17.912.1

SUBJECT: **GRANT PROPOSAL TO MULTICULTURALISM AND CITIZENSHIP CANADA - RACE RELATIONS AND CROSS-CULTURAL UNDERSTANDING PROGRAM**

PURPOSE: To seek approval for submission of a grant proposal to Multiculturalism and Citizenship Canada to help fund a proposed consultation process with selected ethnic groups in Burnaby.

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**RECOMMENDATION:**

1. **THAT** Council be asked to approve the submission of a grant request to Multiculturalism and Citizenship Canada as outlined in this report.
2. **THAT** staff be authorized to include a copy of this report with the grant application to Multiculturalism and Citizen ship Canada.

**REPORT**

**1.0 INTRODUCTION**

In 1986 Council adopted a City Multicultural Policy and authorized the establishment of a Multicultural Staff Working Group to assist with implementation of the policy. The Working Group coordinates activities related to an annual work program approved by Council, and assists in the identification of additional objectives to further Burnaby's Multicultural Policy.

The Staff Working Group has identified an opportunity to submit a proposal for a grant to Multiculturalism and Citizenship Canada for a project to further objectives as related to the annual work program approved by Council.

This report outlines, for the approval of the Community Issues & Social Planning Committee & Council, a proposed grant submission to Multiculturalism and Citizenship Canada - Race Relations and Cross-Cultural Understanding Program. The proposed grant submission is for a project to undertake a community consultation process with selected ethnic groups in Burnaby.

## **2.0 OVERVIEW OF GRANT PROPOSAL**

The Staff Working Group proposes to seek funding to hold 5 consultation sessions with representatives of specific ethnic groups in Burnaby. Through a facilitated process, each group would identify barriers for their ethnic community in obtaining community services. In addition, the groups would develop recommendations to address identified concerns. An additional consultation session would be held with a multi-ethnic group drawing from a cross-section of the ethnic specific participants. This multi-ethnic group would review the issues identified to highlight common concerns and develop recommendations that are general to all groups.

The key objective of the consultation process is to collect information on barriers to obtaining services as experienced by ethnic groups in Burnaby, and to develop specific recommendations for changes that would improve services, access and participation for members of Burnaby's ethnic communities. In addition, this community consultation process would also meet a number of other objectives including:

- . Establishing new communication links with and between Burnaby's ethnic communities.
- . Providing information on existing services in Burnaby to our ethnic communities, and identifying required service improvements and expansion.
- . Allowing for an assessment of the current knowledge of existing services in Burnaby.
- . Improving the ability of ethnic groups to participate in the community, and developing the skills of City staff members in interacting with ethnic specific and multi ethnic groups.
- . Making a complementary contribution to other research in the Lower Mainland in the area of service delivery in a multicultural environment.

The project would seek broad community involvement and active participation by other organizations to assist with the selection of community participants. The project would be coordinated by a consultant working under contract to the City. The Multicultural Staff Working Group would serve as a resource team and supervision body for the project consultant. City resources and staff assistance for the project would be provided through the Staff Working Group.

Appendix 1 attached provides an overview of the timelines and activities for the proposed project.

### 3.0 PROJECT BUDGET AND TIMELINES

The Race Relations and Cross-Cultural Understandings Program of Multiculturalism and Citizenship Canada provides for grants of up to \$15,000 for projects and activities directed towards institutional change, public education, advocacy or cross-cultural training. Staff believe that the outlined consultation process meets the broad objectives of the program.

Project applications for the program must be submitted prior to 1993 April 1. The proposed project completion is scheduled for 1994 January.

The criteria for project funding encourages substantial financial commitment to the project by the applicant. In this case, the City of Burnaby would need to demonstrate support for the project through direct funding or services and resources in-kind.

In developing the grant proposal, staff have identified City resources that could be used to assist the project through the Multicultural Staff Working Group. In particular, City resources for support of the project would include:

- . advertising / tendering process for the selection of the project consultant.
- . contribution of staff time to assist the project consultant.
- . supervision of project consultant and the project through the Multicultural Staff Working Group.
- . contribution of meeting space and supplies for the consultation sessions.

Staff estimate this contribution at \$9,490. These costs would be absorbed through existing City budgets. A summary of the proposed budget for the project is presented in Appendix 2 attached.

With the approval of the Community Issues & Social Planning Committee & Council, staff will submit a grant proposal to Multiculturalism and Citizenship Canada as outlined in this report. We would anticipate receiving a reply from Multiculturalism and Citizenship Canada by 1993 April.

Staff will keep the Community Issues & Social Planning Committee informed of the results of the grant application and the progress of the project.



D.G. Stenson, Acting Director  
PLANNING & BUILDING

LP/db

cc: City Manager  
Director Finance  
Director Administrative & Community Services  
Director Recreation & Cultural Services

## APPENDIX 1

### PROJECT TIMELINE

<u>Date</u>	<u>Activity</u>
1993 March 8	Staff Working Group reports to Community Issue & Social Planning Committee and Burnaby Council for approval of proposal for submission of grant request.
1993 March 10	Staff Working Group submits grant proposal to Multiculturalism and Citizenship Canada.
1993 June / July	Staff Working Group receives notification from Multiculturalism and Citizenship Canada on approval/disapproval of grant request.
1993 July	Staff Working Group to preparation of advertisement for project consultant.
1993 August 7	Staff Working Group to publish advertisement for project consultant.
1993 August 28	Deadline for submission of applications for project consultant. Applications reviewed by Staff Working Group.
1993 September 23	Staff Working Group to report to Community Issues & Social Planning Committee and Council for approval of selected project consultant.
1993 September 30	Hold initial meeting between project consultant and Multicultural Staff Working Group to review project objectives.
1993 October 4 - 8	Undertake and complete review of current literature and research studies related to the delivery of services in multiculturally diverse communities.
1993 October 11 - 29	Consult with identified community organizations to outline project and request assistance in carrying out components of project.
1993 November 4 - 6	Review finalized process for consultation sessions with Staff Working Group. Make finalize arrangements for consultations and distribute consultation package to participants.

<u>Date</u>	<u>Activity</u>
1993 November 14 - 25	Conduct consultation sessions with ethnic specific groups.
1993 November 29 - December 3	Prepare individual consultation reports.
1993 December 7	Conduct final consultation session with multicultural consultation group.
1993 December 8 - 16	Prepare final report on consultations, and report out to Staff Working Group.
1994 January 26	Staff Working Group to submit summary report to Community Issues & Social Planning Committee and Council on results of consultation sessions.
1994 January 7	Staff Working Group to distribute summary Council report and consultation report to individuals and agencies involved, and send report to organizations which have the ability to implement change proposed by recommendations of report.

**PROJECT BUDGET ESTIMATE**

A. Summary of Budget Estimates

Item	City Contribution	Grant Request	Total
Project Consultant Resources		7,225	7,225
Staff Working Group Resources	7,050		7,050
Translation Service		4,000	4,000
Interpretation Service		1,825	1,825
Printing		1,000	1,000
Postage		250	250
Meeting Supplies	600		600
Room Rental Costs (City facilities)	1,440		1,440
Child Minding Service		250	250
Transportation		450	450
Miscellaneous	400		400
<b>Total</b>	<b>9,490</b>	<b>15,000</b>	<b>24,490</b>

