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**EXECUTIVE COMMITTEE OF COUNCIL**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: 11-S-009 FESTIVALS BURNABY GRANT APPLICATION – SMALL  
SCALE EVENT – HEIGHTS MERCHANT ASSOCIATION**

**RECOMMENDATION:**

1. THAT Council award a grant in the amount of \$6,000 to Heights Merchant Association BIA for the 2011 Hats Off Day to be held 2011 June 04.

**REPORT**

The Executive Committee of Council, at its meeting held on 2011 April 21, received the *attached* report evaluating a Festivals Burnaby grant request from Heights Merchant Association.

Due to the high number of Festivals Burnaby Grant applications received to date and the potential to receive additional applications before the next deadline, the Committee recommended Council award a Festivals Burnaby grant in the amount of \$6,000 to Heights Merchant Association for the 2011 Hats Off Day.

Respectfully submitted,

Councillor N. Volkow  
Chair

Councillor P. Calendino  
Vice Chair

Councillor P. McDonell  
Member

Copied to:	City Manager Director Parks, Recr. & Cult. Services Director Finance City Clerk
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**TO:** CHAIR AND MEMBERS  
EXECUTIVE COMMITTEE OF COUNCIL

**DATE:** 2011 April 12

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

**SUBJECT:** FESTIVALS BURNABY GRANT PROGRAM

**PURPOSE:** Grant Approval Request

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**RECOMMENDATION:**

1. **THAT** Council be requested to award a Festivals Burnaby Grant in the amount of \$10,000 to the Heights Merchant Association BIA for the 2011 Hats Off Day to be held 2011 June 4.

**REPORT**

Festivals and Special Events: Small Scale

Grant File 11-S-009: Heights Merchant Association

Application received: 2011 March 15  
Project Budget: \$37,000  
Project Request: \$10,000

An application request for \$10,000 has been received to support the 2011 Hats Off Day, 2011 June 04. This 27<sup>th</sup> annual parade and street festival will feature music, entertainment, cultural dancing, street performers, participatory activities, multicultural food, a classic car Show & Shine and much more. The application has been completed in full and the applicant has demonstrated in the proposal and supplementary materials that they have the capacity to complete the project.

The City's grant would be used to bolster and support the entertainment programming and the marketing of the event, all of which are eligible grant expenses.

It is recommended that the Executive Committee and Council award a Festivals Burnaby grant in the amount of \$10,000 to the Heights Merchant Association BIA for the 2011 Hats Off Day, 2011 June 04.

To: Executive Committee of Council  
From: Director Parks, Recreation & Cultural Services  
Re: Festivals Burnaby Grant Program  
2011 April 12..... Page 2

A handwritten signature in black ink that reads "D. Ellenwood". The signature is written in a cursive, flowing style.

Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DN:GP:gp  
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Copied to: City Manager