



**City of  
Richmond**

**Community Celebration Grant  
2024 Final Report**

Community Services Division  
Arts, Cultural and Heritage Services

**Event Title:** \_\_\_\_\_

**Non-Profit Organization (If Applicable):** \_\_\_\_\_

**Event Lead:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Please indicate how your City grant funding was spent:**

Note: Only **eligible expenses** should be included below. Please refer to the grant program's Guidelines Booklet online at [richmond.ca/CelebrationGrant](http://richmond.ca/CelebrationGrant) to see which of your event's expenses are eligible.

| Item   | Description or Supplier | \$ Amount |
|--|-------------------------|-----------|
| Supplies and Materials (e.g., craft supplies, name tags)                     |                         |           |
| Rental of Event Infrastructure (e.g., tents, bouncy castles, tables, chairs) |                         |           |
| Food   |                         |           |
| Artist Fees/Honorariums  |                         |           |
| Sustainability Initiatives   |                         |           |



|   |  |  |
|---|--|--|
| Volunteer Support<br>(e.g., snacks, water, sun protection supplies, high-visibility safety vests) |  |  |
| Marketing Materials   |  |  |
| Event Insurance   |  |  |
| <b>TOTAL</b>  |  |  |

**Grant amount received:** \_\_\_\_\_

**Total amount of grant funding used:** \_\_\_\_\_

**Total amount of grant funding unused:** *(if applicable)* \_\_\_\_\_

**Amount you/your organization contributed:** *(if applicable)* \_\_\_\_\_

**In 200 words or less, please summarize how the grant-funded activities helped your group accomplish the Community Celebration Grant's goals?**

- *Support participatory activities reflective of the theme of connection;*
- *Encourage collaboration amongst not-for-profit organizations and school-based groups to animate neighbourhoods, local business districts, parks and open spaces; and*
- *Support free public events that facilitate intercultural interaction and promote intercultural understanding.*

**In 200 words or less, describe the impact your event had on building neighbourhood connections:**

*What benefits were seen during and after the event? What changes have you observed as a result of your grant-funded activities? Did the event help to solve a problem or create opportunities for the future?*

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**How many members of the community were directly involved with your event?**

|                     | <b>Description</b>  | <b>Number of Individuals</b> |
|---------------------|---|------------------------------|
| <b>Volunteers</b>   | <i># of people who helped plan, implement or accomplish the event</i> |                              |
| <b>Participants</b> | <i>Total # of people who took part in the event</i>                   |                              |
| <b>Artists</b>      | <i># of Richmond-based artists involved</i>                           |                              |

**Is there anything else you'd like to share with us about your experience with your grant-funded event (including suggestions for any future Community Celebration Grant programs)?**

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**Additional Deliverables:**

- I have provided two (2) photos of my event.
- I have provided two (2) signed photo waivers.

*Please select the option below which applies to your event:*

- I have leftover grant funding exceeding \$50.00 and will be providing a refund cheque to the City of Richmond within 4 weeks following the completion of my event.
- I do not have leftover grant funding exceeding \$50.00.

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_