



**City of  
Richmond**

**Richmond Community Celebration  
Grant – 2025 Final Report**

Parks, Recreation and Culture Division  
Arts, Cultural and Heritage Services  
6911 No. 3 Road, Richmond, BC V6Y 2C1

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

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

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

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

**Indicate how your City grant funding was spent:**

**Note:** Only eligible expenses should be included below. Refer to the grant program's Guidelines Booklet at [richmond.ca/CelebrationGrant](http://richmond.ca/CelebrationGrant) to view eligible expenses.

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



Item	Description or Supplier	\$ Amount
Volunteer Support (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, summarize how the grant-funded activities helped your group accomplish the Richmond 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?*

**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 would like to share with us about your experience with your Grant-funded event (including suggestions for any future Richmond Community Celebration Grant programs)?**

---

**Additional Deliverables:**

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

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