

2022

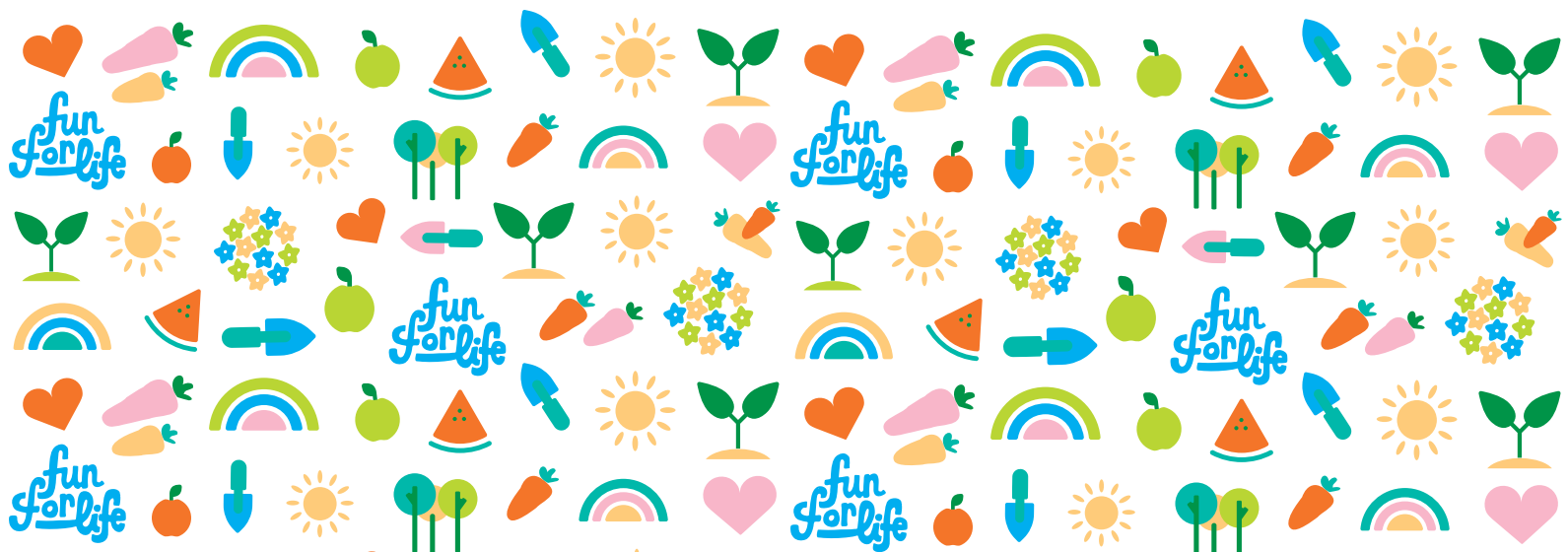
# Growing in the City

## Grant Policy



## Land Acknowledgement

The City of Victoria is located  
on the homelands of the Songhees  
and Esquimalt People.





James Bay New Horizons Pollinator Garden



## Purpose

The purpose of the *Growing in the City* Grant Policy is to guide the management of grants that impact and support urban agriculture programs and activities, including community gardening, boulevard gardening, food tree stewardship, and the seedling and garden material distribution program.

Grants under this policy include the *Community Garden Start-Up Grant*, the *Growing in the City Volunteer Coordinator Grant*, the *Growing in the City Micro-Grant*, and the *Get Growing, Victoria! Service Grant*.

## Objective

The objectives of the grants are:

- To reduce financial barriers in the development of inclusive and accessible gardening spaces, activities, and resources for communities in all neighbourhoods
- To animate underutilized spaces with gardening potential for residents to garden and grow food in their community, in partnership with eligible non-profit organizations
- To increase availability and accessibility of public spaces for residents to garden in their community, in partnership with eligible non-profit organizations
- To help build organizational capacity of eligible organizations to plan, design, construct and maintain programs in their neighbourhood, including community gardens, boulevard gardens, and food tree stewardship
- To promote gardening as a valuable community recreational activity that contributes to health and well-being, positive social interaction, community-building, food production, environmental education, biodiversity, habitat development and connection to nature







Montreal Street Community Garden in James Bay



William Stevenson Community Orchard and Kitchen Garden in Fernwood

## Grant Definitions:

The *Growing in the City* Grant Policy applies to four grant streams:

- A. *Community Garden Start-Up Grant*,
- B. *Growing in the City Volunteer Coordinator Grant*,
- C. *Growing in the City Micro Grant*, and
- D. *Get Growing, Victoria! Service Grant*

### **A. Community Garden Start-Up Grant**

Intended to support eligible organizations with the design, planning, engagement and build of new community gardens in the city. Grants of up to \$5,000 for the design phase and up to \$10,000 for the build phase are available.

- i Community Gardens (as defined by the City's Community Garden Policy)

### **B. Growing in the City Volunteer Coordinator Grant**

Support for eligible organizations to conduct outreach and coordinate volunteers and to promote educational gardening and food-growing opportunities for the community. A grant of up to \$10,000 per eligible organization that manages and maintains:

- i Community Gardens (as defined by the City's Community Garden Policy)
- ii Food Tree Stewardship Program and;
- iii Community Boulevard Gardens (must follow the Boulevard Gardening Guidelines).





PHOTOS: ALY SIBLEY PHOTOGRAPHY

*Fernwood Neighbourhood Resource Group's Get Growing, Victoria! distribution day*

### **C. Growing in the City Micro Grant**

Intended to support eligible organizations to purchase gardening supplies and equipment required to support the enhancement and steward of public spaces, green spaces, and food systems. A grant of up to \$500 per eligible organization that manages and maintains:

- i Community gardens (as defined in the City's Community Garden Policy);
- ii Food Tree Stewardship Program and;
- iii Community Boulevard Gardens (must follow the Boulevard Gardening Guidelines).

### **D. Get Growing, Victoria! Service Grant**

Support for eligible organizations that deliver a service or program on behalf of the City of Victoria directly related to the deliverables of *Get Growing, Victoria!*, the seedling and garden material distribution program.



PHOTO: JAMES BAY NEIGHBOURHOOD ASSOCIATION



*Seed saving by James Bay Little Free Seed Library volunteers*



*Free vegetable plants through Get Growing, Victoria!*



*Montreal Street Community Garden*



## Eligibility Criteria:

### Common Criteria

Eligible organizations must meet all the following criteria to apply for any Growing in the City Grants:

- Must be a registered non-profit organization in good standing in the Province of BC or registered charitable organization in good standing with the Canada Revenue Agency
- Organization is based within the Capital Regional District and the services and activities benefit residents of the City of Victoria
- Evidence of clear mandate and competent administration
- Evidence of ongoing, active volunteer involvement
- Not in arrears with the City of Victoria
- Not in bankruptcy or seeking creditor protection
- Demonstrate financial stability and accountability
- Evidence of diversity of funding sources and/or increasing financial self-sufficiency
- Able to ensure projects or programs are substantially completed within the grant period
- Able to comply with the City's monitoring and reporting requirements

### Specific Criteria and Terms of Reference

The specific eligibility criteria for each grant can be found in the Terms of Reference for each grant which is located on the Growing in the City Grants [webpage](#).







PHOTO: VIRCS

A native plant pollinator garden stewarded by the Victoria Immigrant and Refugee Centre Society



The Rockland neighbourhood distribution day for Get Growing, Victoria! hosted by Government House



## Grant Application Review and Approval Process

There is one intake period per year. All grants are awarded using a competitive process and/or performance-based process. Staff review all applications and evaluate based on the eligibility requirements listed in each grant's terms of reference. All eligible applications will be provided to the appropriate Review Committee for evaluation and approval recommendations will be shared with the Director of Parks, Recreation and Facilities.

The Director of Parks, Recreation and Facilities has the authority to approve all *Growing in the City* grants listed in this policy.

## Grant Limitations

Not all applicants meeting the program requirements will necessarily receive a grant. Depending on the number of applications, eligible groups may not receive the full amount requested.

Approval of a grant in any one year does not guarantee future funding. Applicants must apply for funding on an annual basis.





*Banfield Community Orchard  
in Victoria West*



*Pollinators in Fernwood's  
Earthbound Garden*



PHOTO CREDIT: AUDI LEWIS

*Veggies grown through Get Growing, Victoria!*

## Monitoring and Reporting

Unless otherwise indicated by the City, each grant recipient will be required to submit a final report as specified by the City of Victoria. The required details for final reports for each grant are listed on the Growing in the City Grants [webpage](#).

*Get Growing, Victoria!* Final Report templates are sent directly to the awarded organizations.

## Repayment of Grant

If the grant is not used for the stated purpose, the full amount must be returned to the City.

