



Neighbourhood Matching Fund Application Guidelines (Fall 2021)

The Neighbourhood Matching Fund provides support for community groups to build community and neighbourhood connections while enhancing parks or other public spaces.



Applications are accepted twice annually (Spring/Fall). The Vancouver Park Board provides up to \$10,000 to match the value of contributions from the community.

Please note: The Neighbourhood Matching Fund is not a grant. Community groups are awarded funds for project expenses based on a matching value of volunteer labour, in-kind donations, and/or cash support.

The Neighbourhood Matching Fund focuses on building community engagement and collaboration. Projects must actively involve the local community and cultivate neighbourhood connections.

Examples of past projects include:

- Co-designing and creating neighbourhood street banners
- Building organic or arts-based fences (e.g. structure that improves aesthetic while providing an environmental function)
- Creating a neighbourhood flower, bee, bird or other identification guide, booklet or map
- Developing historical or natural interpretations (e.g. an interpretive neighbourhood or park walk with maps, resources, or signage)
- Restoring a wild space by removing invasive plants and planting indigenous plants.

Examples of community participation include design workshops, planting, construction, and installation.

Questions? Please contact Park Board staff at
nmf@vancouver.ca or call 604-713-1869

Building community connections for more than 25 years
Neighbourhood Matching Fund is an initiative of the Vancouver Park Board
Arts, Culture & Engagement and Planning, Policy & Environment

Neighbourhood Matching Fund projects involve the creation of innovative and lasting work. These projects express something unique about the neighbourhood. After a project is complete, it continues to provide community enjoyment and use.

Eligible projects

The Neighbourhood Matching Fund supports projects that:

- Create innovative work to enhance park lands and offer community enjoyment.
- Involve community members in the planning and creation of the project.
- Match the \$ value of the funding request. Your match may include:
 - volunteer labour valued at the living wage (\$19.50/hour in Vancouver)
 - in-kind donations (e.g. materials, food, value of professional expertise)
 - other cash support
- Have a sponsoring non-profit organization.
Informal neighbourhood-based groups may apply in partnership with the sponsorship of a registered not-for-profit organization. Park Board staff can help you connect with an organization.
- Take place on land stewarded by the Park Board only or on a freely accessible digital platform (Note: this is a CoVID condition in place for the Fall 2021 application intake)
- Demonstrate broad-based community support.
Applicants may be required to host a community consultation before proceeding with their proposed project.

Community consultations may include:

- Public meetings to inform and consult with the community.
- Flyers distributed within a three block radius of the proposed site
- Signage at the site informing the public about the proposed project with opportunities to provide feedback.
- Adaptations to project concept to address public concerns (at direction of Park Board staff).
- Submission of a consultation form for community meetings (i.e. date, location, attendees) and engagement to Park Board staff.

Ineligible projects

The Neighbourhood Matching Fund will not fund:

- “Standard” items that are a regular part of the Vancouver Park Board’s operation such as playgrounds, park benches, and other manufactured equipment.
- Celebrations, parades, performances and programs that are not documented to continue as a lasting community legacy (i.e. requires videography, photography, or written reflections to be shared afterwards)
- New community gardens, green spaces, garden expansions or restorations.
- No garden improvement projects are eligible for funding for the Fall 2021 application call.

Applicants

Informal neighbourhood-based groups may apply in partnership with the sponsorship of a registered not-for-profit organization.

Example: A Neighbourhood House applies as the official applicant, but the project is actually led by a group of local residents who are working in partnership with the Neighbourhood House.

In this case, the Neighbourhood House is listed as the Sponsor Organization and a representative from the local residents is listed as the Project Contact on the application.

Please contact Park Board staff if you need help to connect with a non-profit organization.

The Neighbourhood Matching Fund advances the vision and goals of [VanPlay](#), the Park Board’s Parks and Recreation Services Master Plan, including Reconciliation and Decolonization, advancing cultural equity and accessibility, and supporting affordable, accessible and safe cultural spaces.

Please note that an organization cannot have more than one project in progress at the same time. An organization must complete a project and submit the final reporting before applying for funds towards a new project.

How the application process works (updated for Fall 2021)

- 1) Between September 7, 2021 and October 8, 2021, contact Park Board staff to discuss your project idea and determine eligibility. Email nmf@vancouver.ca or call 604.713.1869.
- 2) Park Board staff will connect with you to discuss your project and have questions or make suggestions to enhance your application.
- 3) Develop a full project application. Park Board staff will invite eligible projects to submit a full application package.

A full application will require a project budget, schedule, photo/map of proposed location, letters of support from local residents, and a maintenance plan. Applicants must outline the match provided by the community in their budget.

Project completion is expected and encouraged within 2 years.

- 4) Wait for the results.
A jury made up of community members from across the city assesses application packages. Park Board staff will share the results within six weeks of the application deadline.

Contact Park Board staff with any questions about project eligibility or the application process at nmf@vancouver.ca or 604-713-1869.

Visit bit.ly/ParkBoardNMF for the latest information on the Neighbourhood Matching Fund.