



City of
Richmond

Richmond Community Celebration Grant – 2026 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 Date: _____

Event Lead: _____

Phone: _____ E-mail: _____

Was this event part of the Richmond Celebrates Soccer grant stream? ☐ Yes ☐ No

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 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		

Item	Description or Supplier	\$ Amount
Sustainability Initiatives		
Volunteer Support (e.g., snacks, water, sun protection supplies, high-visibility safety vests)		
Marketing materials		
Event insurance		
TOTAL		

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?

	Description	Number of Individuals
Volunteers	<i># of people who helped plan, implement or accomplish the event</i>	
Participants	<i>Total # of people who took part in the event</i>	
Artists	<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.
- ☐ I have provided a copy of program expense receipts.

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:_____