



CHINATOWN RECOVERY FUND

PROGRAM GUIDE

2022

City of Edmonton



PROGRAM GUIDE

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Introduction

On May 25, 2022, the City established a \$1 million Chinatown Recovery Fund. Modeled similarly to the Downtown Vibrancy Strategy, the Chinatown Recovery Fund aims to support post-pandemic recovery efforts. This document describes how to qualify for the Chinatown Recovery Fund grant and provides details about the program. Funding is limited and will be awarded based on availability of funds and on a one-time basis.

Who Can Apply

Businesses and organizations with an interest in Chinatown recovery are eligible to apply.

- Businesses must have a City of Edmonton Business license, or be exempt from requiring one, before a funding agreement is finalized and funding is provided
- Business Associations must be active legal entities
- Community groups and non-profits must be active legal entities
- Funding will not be used for ineligible costs, including:
 - Operations funding for rent, mortgages, bills, debt servicing, or fees for memberships or professional associations
 - Permit of licensing fees
- Other costs may be deemed ineligible at the discretion of the CRC
- Individuals/groups ineligible for the Chinatown Recovery Fund are encouraged to reach out to local profit or non-profit organizations like the Chinatown Transformation Collaborative (CTC), Chinatown & Area Business Association or other organizations to partner on an application.

How Much Funding is Available?

\$1,000,000 is available for the Chinatown Recovery Fund grant. There is no minimum or maximum amount for individual projects.

Eligibility

Applicants and proposed uses of funds must support the recovery of Chinatown. The application must specify how the funds will be used to support Chinatown's recovery. In addition, applications and proposed uses of funds may align with any actions outlined in [The Chinatown Strategy](#):



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- **Action 1:** Develop integrated connections between social agencies, businesses and community to advocate and collaborate to identify issues and opportunities on solutions regarding safety and security.
- **Action 2:** Undertake a safety audit of Chinatown to document community safety factors that inform and prioritize further actions.
- **Action 3:** Pilot enhanced programs to address issues around general cleanliness impacting area image and safety.
- **Action 4:** Focus investment, development and programming support on a focused area of Chinatown North to ensure that ongoing efforts are strategic and contribute to a concentrated area and resultant sense of place.
- **Action 5:** Increase business diversification in Chinatown to ensure a healthy retail and service mix that supports a thriving vibrant daytime, nighttime and all-season economy.
- **Action 6:** Explore opportunities to leverage the City of Edmonton's Community Development Corporation to support redevelopment potential within Chinatown North.
- **Action 7:** Confirm the Chinatown Community Economic Development Task Force's (*now known as the Chinatown Transformation Collaborative (CTC)*) role to steward the Chinatown Strategy and to evolve into an ongoing entity to champion Chinatown over the long term.
- **Action 8:** Review options to resource and support the Chinatown Community Economic Development Task Force and the implementation of the Chinatown Strategy.
- **Action 9:** Leverage existing arts, culture and heritage assets of Chinatown, highlighting specialty retail and culinary offerings to market the area as a distinct and unique destination for people of all ages and diversities.
- **Action 10:** Develop an integrated programming and events strategy for Chinatown that advances multiple reasons to visit Chinatown throughout the year.
- **Action 11:** Support property owners to activate blank walls and spaces with engaging and colourful art and interesting installations that can help animate Chinatown and support the destination appeal of the area.



- **Action 12:** Undertake an analysis of transportation requirements in Chinatown to ensure adequate vehicle and bike parking facilities exist and are managed most effectively to meet the needs of visitors.
- **Action 13:** Develop a concept and execute a future redevelopment of Mary Burlie Park that enables an inclusive and programmable public space for the community.
- **Action 14:** Ensure the vitality of Chinatown's mainstreet, 97 Street, is enhanced with strong elements of design that will secure commercial destination appeal, enhance placemaking, and bolster economic development of the area.
- **Action 15:** Develop defining urban design treatments that will strengthen the profile of gateways into Chinatown along 101 Street.
- **Action 16:** Augment the profile of 98 Street to function as an important complementary commercial street that can incite new investment and programming diversity.
- **Action 17:** Work with the owner of the 97th Street Rail Bridge to determine a direction for the structure that includes multimodal connections and interim tactical solutions for improvements that addresses community concerns while long term development plans are confirmed.
- **Action 18:** Steward the future of Harbin Gate elements to ensure they are integrated into Chinatown in the future.

Examples of projects may include (but are not limited to) expanding safety, shared streets initiatives, free parking promotions, a temporary patio program, construction grants to spur development, and public space activations.

Evaluation Checklist

Applications will be evaluated based on the following criteria:

- Build community capacity to support Chinatown's recovery
- Leverages partner in-kind and/or monetary funding: (for example \$ invested/partner \$ = ratio)
 - In-kind labour may be included in this calculation. It will be calculated based on the following:
 - Professional/Technical Volunteer - \$30/hour



- General Volunteer labour - \$20/hour
 - Leverages partnerships: # of partners participating
- May advance one or more Chinatown Strategy Actions
- Proposed initiative is within the boundary identified in the [Chinatown Recovery Fund Eligibility Map](#).
 - Eligibility of the applicant is not limited to businesses, community groups and nonprofits located in the boundary of the Chinatown Eligibility Map.
- Applies an Equity lens (Gender Based Analysis Plus GBA+)
 - Gender Based Analysis + (GBA+) is a method that helps us assess inequality and identify who is being left behind when doing a project. The “plus” in GBA+ acknowledges that GBA goes beyond biological (sex) and socio cultural (gender) differences. We all have multiple identity factors that intersect to make us who we are; GBA+ considers many other identity factors, like race, ethnicity, religion, age and mental or physical disability. It helps us understand who may be *EXCLUDED* from the project and it will help to identify unintentional consequences of inequality.
 - Please follow this link to learn more about [GBA+: What is it and Why?](https://youtu.be/p6w-d1mmjFU) - <https://youtu.be/p6w-d1mmjFU>
- Enhances the City’s reputation
- Value for money: impact created with funding invested = (ex. X visits per day/week/month)
- Preference may be given to projects that are funded by 1 or more partners in addition to the Chinatown Recovery Fund

Application Process and Timelines

Applicants may apply for funding by completing and submitting a [Chinatown Recovery Fund Intake Form](#).

Funding will be spread over the one/two year period until the budget is fully allocated. Applications will be reviewed on bi-weekly, rolling basis. Funds will be allocated to eligible projects on a first-come, first-approved basis. It may take up to 3 weeks from the time of application for approval decisions to be communicated to the applicants. Additionally, 1-2 weeks will be required after that time for a funding agreement to be entered into.

Approval decisions will be communicated via email, and may add additional time to the review period.



Timelines are subject to change are dependent upon program volumes and resource needs.

Application Checklist

The following questions must be answered while submitting a Chinatown Recovery Fund application:

- Project lead name
- Email address
- Phone number
- Confirmation of City of Edmonton business license (*optional*)
- Community group or non-profit organization
- Legal name of applicant
- Funding delivery options
- Provide the project name
- Provide the project location
- Provide a project description
- Provide the expected start date
- Provide the expected end date
- Provide an explanation of how this project contributes to the recovery of Chinatown
- Provide the expected number of visits per day/week/month generated by the project
- Provide the the number of participating partners (*optional*)
- Select which Chinatown Strategy actions the project supports (*optional*)
- Provide a short description of how the project applies an equity lens (Gender Based Analysis Plus GBA+)
- Provide the total project costs
- Provide an itemized list of all project costs (budget template provided)
- Provide the total funding amount requested



Chinatown Recovery Fund Advisory Committee (CRC)

The Chinatown Recovery Fund Advisory Committee (CRC) includes City of Edmonton administration and Chinatown partners, including those below. The CRC evaluates funding applications and awards funding. Questions about this program can also be directed to the following:

Allan Kwan

Chinatown Transformation Collaborative Society

Mei Hung

Chinatown Benevolent Association

Richard Wong

Community Representative

Stephen Tsang

Chinese Graduates Association of Alberta (CGAA)

David Chen

Fukienese Association of Alberta

Bryan Kwan

Lawyer, Chinatown Representative

Ed Lam

Community Representative

Alisa Laliberte

Branch Manager, Economic Investment Services, City of Edmonton

Wen Wang

Chinatown and Area Business Association

Brett Latchford

Director, Chinatown Recovery, City of Edmonton

Yan Liu

Engineer, Community Representative

William Lau

Community Representative

Application Review

The review process is generally described below:

- Submit application via Chinatown Recovery Fund Intake Form. Available in print and electronic form. Applications will be accepted in English.
- Applications are reviewed as they are received



- The CRC will review the applications for:
 - Contributions to the recovery of Chinatown
 - Potential alignment with the actions of [The Chinatown Strategy](#)
 - The projects feasibility
 - The projects proposed outcomes and eligible costs
- Priority will be given to projects that leverage investment from additional partners
- The CRC may recommend to the City that applications be:
 - Approved
 - Not approved
 - Conditionally approved (meaning approved pending changes to the proposed project, amount or plan), or
 - Recommend to the City that applicants need to submit additional information
- CRC may choose to partially fund a project
- Additional information provided by the applicant will be reviewed as it is received.
- Approved projects will enter into a funding agreement
- The applicant will implement their approved project
- The applicant will submit their final report

Funding Agreement

An applicant will not be eligible to receive funding until they have entered into a Funding Agreement with the City. Projects awarded funding shall receive one hundred percent (100%) of the funding in one installment.

Reporting Requirements

Once a funding agreement has been entered into, and the applicant has completed their project, they will be required to submit a final report. This template will be included in the funding agreement.



Grant Audit

The City may audit all financial and related records associated with the funding agreement and the use of the funding. This audit may include a review of all documentation associated with the project.

Program Definitions

Throughout The Chinatown Strategy there are several terms that are defined below. Note - any definitions present within The Chinatown Strategy supersede these definitions.

Business Association - The lead applicant that is a legal entity or a member of a partnership and has a mandate to support the business interests and commercial success of their members of the community. This includes community groups and non-profit organizations.

Business - A legal entity that is carrying on a business within the city of Edmonton that will have or will have obtained a City business license to operate a business in the city of Edmonton. If a business is located within the city of Edmonton and the legal entity carrying out this business is exempt from obtaining a business license to operate a business within the city of Edmonton, they may request approval to be considered as a Business for the purpose of this program from the Grant Manager, which approval may be arbitrarily and unreasonably withheld.

Non-Resident Business License Holder - A person (as defined in the interpretation Act, RSA 2000, c I-8, as amended from time to time) that has a business license from the City but does not reside or maintain a permanent business within the city of Edmonton.



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Chinatown Recovery Fund Eligibility Map

