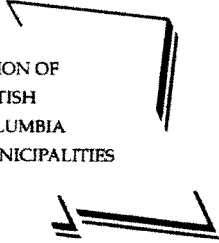


Local Government Program Services

...programs to address provincial-local government shared priorities

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under
Programs & Services

Local Government
Program Services

LGPS Secretariat

Municipal House
545 Superior St
Victoria, BC, V8V 1T7

Phone: (250) 356-5134
Fax: (250) 356-5119

December 9, 2008

Mayor Goldsmith-Jones and Council
District of West Vancouver
750 - 17th Street
West Vancouver, BC, V7V 3T3

ATTACHMENTS
AVAILABLE FOR VIEWING
IN LEGISLATIVE SERVICES DEPARTMENT

Re: Community Health Promotion Fund – Approval and Terms & Conditions

Dear Mayor and Council,

I am pleased to advise you that the Evaluation Committee for the 2009 Community Health Promotion Fund has approved funding for the *Supporting An Age-friendly Community – Building Connections for Older Adults' Health Promotion on the North Shore* pilot project in the amount of \$25,000. A cheque in the amount of \$17,500 will follow shortly under separate cover. This amount represents 70 percent of the total approved grant. The remaining 30 percent will be sent once we have received a final report and financial summary for the project.

The Ministry of Healthy Living & Sport, through ActNow BC, has provided funding to UBCM for this program. The general Terms & Conditions for this grant are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application;
- (2) All project activities must be completed no later than November 30, 2009;
- (3) The Progress Report Form is required to be submitted to UBCM no later than June 12, 2009;
- (4) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than December 31, 2009. A financial summary is also required with this report;
- (5) Any unused funds must be returned to UBCM within 30 days following the project end date.

Please note that descriptive information regarding successful applicants under the 2009 Community Health Promotion Fund will be posted on

UBCM's website and all progress and final report materials will be made available to the Ministry of Healthy Living & Sport.

We congratulate you for responding to this opportunity to strengthen community capacity, collaboration and innovation in relation to health promotion and we wish you success in your project.

If you have any questions, please feel free to contact me at UBCM's Victoria office at (250) 356-5134 or by email at dwelch@civicnet.bc.ca.

Sincerely,



Danyta Welch
Policy & Programs Officer

cc: *Leanne Sexsmith, Community Planner, District of West Vancouver*

Enclosure