

MEMORANDUM

TO: Mayor and Members of Council
FROM: Brenda Librecz, Commissioner, Community and Fire Services
PREPARED BY: Mavis Urquhart, Manager, Environmental Policy and Program Development, Community and Fire Services
DATE: November 15, 2010
SUBJECT: Markham Environmental Issues Committee – Fall Funding Cycle 2010 – Supplementary information

Environmental Issues Committee (EIC) held its meeting on November 3rd, 2010, to consider applications for funding from the Markham Environmental Sustainability Fund (MESF). The purpose of this memorandum is to provide Council with supplemental information concerning 3 MESF funding applications, as requested by the EIC.

Agenda Item 1.a) i) Sustainable Energy Initiative, Dr. Jose Etcheverry

The Committee approved this application to a maximum of \$5,000, subject to confirmation of signage and website costs to promote this project. Dr. Etcheverry has provided cost estimates for additional promotion to be \$880.50 for poster design and printing, and \$1,130 for website design and development, for a total revised project cost of \$5,330.

Agenda Item 1.b) Green Spin Studio

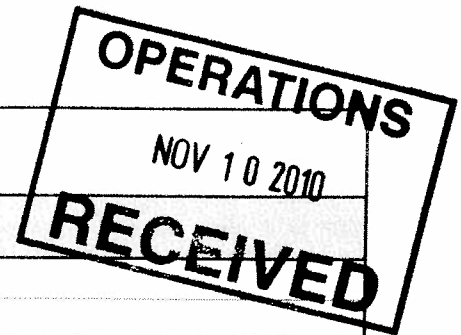
The Committee requested additional information about the return on investment for this project. That information is now included in the revised application attached to this memorandum, (Attachment 1), and shows an estimated 60 year payback. David Merriman, Facility Coordinator, advises that any additional signage promoting this project could be accommodated within the requested \$33,285 grant.

Agenda Item 1. b) ii) School /Townhouse Condominium Garden

The Committee directed that a revised application be prepared that separates the budget for the school and condominium community gardens. This has been provided in the detailed budget included in the revised application attached to this memorandum (Attachment 2). Sustainability Office staff advise that the request for funding be as follows:

- School Community Garden \$1,816; and,
- Condominium Community Garden \$3,116 (includes a programming and communication strategy)

For Office Use Only - Project No.:			
APPLICATION FORM			
PROJECT MANAGER			
Name & Position	Dave Merriman, Facility Coordinator		
Department	Recreation Services		
Phone	905-944-3777		
Fax	905-944-3787		
Email	dmerriman@markham.ca	Website Address	www.markham.ca
PROJECT'S CONTACTS			
Name	Warren Watson	Name	Carol Manning
Dept.	Recreation Services	Dept.	Recreation Services
Phone	905-294-6111	Phone	905-394-6111
Email	wwatson@markham.ca	Email	cmanning@markham.ca
PROJECT SUMMARY			
Title	Green Spin Studio		
Location of Project (if applicable)	Thornhill Community Centre		
Duration (months, maximum 12 months)	5 months		
Request for:	Spring Funding	Fall X Funding	Either — —
Start Date of Project	November 1, 2010	End Date	March 31, 2010



Please describe which of the following objectives your project meets and how:

Installation of generators on the fifteen (15) spin cycles used in the Spin Studio at the Thornhill Community Centre will take the energy of individuals participating in spin classes and convert the energy into electricity. Harnessing electricity from these fitness sessions helps reduce carbon emissions and lowers the community's demand for fossil fuel-based energy. The electricity generated can be connected to the facility's electrical grid through an inverter, so that "human" electricity can be used to power all aspects of the facility. Any excess electricity has the potential to return to the power grid for others in the community to use.

Markham would be the first municipality to install this system on the bikes. This will position the Town as a leader in sustainable and "green" fitness for municipalities. The technology has been used in several private fitness centres but no other municipality.

The power generated from human exercise can help to make the environment cleaner and greener while promoting a healthy lifestyle. While this is an effective method to lower energy consumption at a time when energy costs continue to escalate, it is also a progressive step forward in adopting a "green" platform for fitness. It will enhance the public image and connects health and fitness with the creation of clean, renewable energy. The project aligns with the Town of Markham's Green Print Sustainability Plan's pillars of sustainability. It will directly contribute to the "environmental health" of the community and individuals. It will improve the "social and cultural well-being" of participants and by increasing participation in classes, generate additional revenue and improve "economic vitality".

The project aligns with the plan's sustainability priorities of a) individual health, b) energy & climate and c) education and skills. The use of this unique system changing human energy to electricity will improve participants health while directly contributing to the reduction of energy consumption and also conveying an important message that the Town of Markham is committed not only to sustainability and environmental responsibility but to finding new and creative ways of taking action.



101 Town Centre Boulevard,
Markham, Ontario, L3R 9W3

Markham Environmental Sustainability Fund

Internal Guide and Application Form

What is the MESF?

The MESF is a Town program that funds innovative and leading environmental initiatives that contribute to the sustainability and health of the natural environment. The fund provides financial resources for projects in Markham that promote environmental responsibility and enhance the protection of the Town's natural resources. The purpose of the fund is to provide demonstrable, widespread and lasting environmental benefits to the Markham community.

Who Can Apply?

Town of Markham staff or member of Markham Council.

What are the Program's Requirements?

Applications will be considered by the Environmental Issues Committee for recommendation to the Finance and Administrative Committee and Council. The following objectives shall be considered by the Environmental Issues Committee when reviewing applications:

- the project is a leading environmental innovation (i.e. pilot project) that can be showcased by the Town of Markham;
- the project promotes education, understanding and participation in environmental sustainability in the Town of Markham; and,
- the project supports the Town's environmental policies and strategic plan.

Projects will be expected to meet at least one of these objectives, if not more. Applications that do not meet any of these criteria will not be approved.

What are the Internal Funding Criteria for an Application?

- Projects must be within the Town of Markham, initiated by Town of Markham staff or members of Council
- Applicants must only be applying for one year at a time, although the project may be phased
- Materials and equipment costs will be a priority for funding from the MESF, however, other costs may be eligible and will be determined on an individual project basis
- The project must have widespread, lasting environmental benefits for the community
- The project promotes environmental sustainability
- The project promotes understanding and participation in environmental sustainability in the Town of Markham
- The project will have measurable results
- Records are to be kept with respect to the project and a report is to be prepared upon completion of the project and submitted to the Environmental Issues Committee for their records
- The project is consistent with the Town of Markham's objectives
- The project promotes the Town of Markham and the Town of Markham's commitment to environmental sustainability
- Funding is intended for projects that would not normally be considered as part of a department's budget
- Funding will not be granted where projects have been commenced

What are some Suggested Projects?

- energy efficiency initiatives / pilot projects
- climate change reduction and Kyoto initiatives
- clean air awareness activities and initiatives
- water management promotion
- green roof promotion and implementation
- downspout disconnection/rain barrel program

- wildlife habitat restoration/naturalization activities
- water conservation/efficiency initiatives
- natural features study update/implementation
- environmental and natural gardening promotion and information
- clean-up activities
- environmental management activities
- school environmental projects

When are the application deadlines?

Funding is awarded twice each year - in Spring (February application deadline) and Fall (September application deadline). For specific dates please refer to the website or contact the Manager of Environmental Leadership.

How Do I apply?

- Step 1 **Speak with the Manager of Environmental Leadership** about your proposed application;
- Step 2 **Complete the Application Form.** Please ensure that it is legible and signed.
- Step 3 **Prepare any supporting information**, such as illustrations and maps and attach them to the application form. Sufficient and complete information must be provided for the Environmental Issues Committee to make a decision.
- Step 4 **Submit your application** to the Manager, Environmental Leadership, Town of Markham, Ontario, L3R 9W3. Telephone 905-415-7502, Fax 905-475-4710.

Application Checklist

Please ensure that your application is complete. Are the following included in your submission?

- A complete application form, signed by Department Head, including all budget and funding details
- All supporting documentation

What will happen next?

The Environmental Issues Committee will review all applications taking into account the established objectives and criteria described above. They will determine which projects should be funded and how they should be funded (in a single payment or in phases) and make a recommendation to General Committee and Council.

How will I be notified?

You will be contacted by the Manager of Environmental Leadership following Council's decision.

What happens after the Project is completed?

Upon completion of the project and no later than 12 months from delivery of the funding, you are required to submit your project report. Include a project summary and photos so we can review and promote your project.

What does a Project Report Contain?

- accounting of how all funding has been spent
- original copies of paid invoices
- description of the success/any shortfalls of the project
- photographs for review and promotion of the project
- completed consent form for use of photographs

A project format will be provided to assist you in preparing the report

Please provide a detailed description of your project in the following space. Please attach additional pages if necessary to fully explain your project. This description should include:

A new Spin Cycle Studio is being built at the Thornhill Community Centre. This dedicated fitness space will be used exclusively for spin classes. Individuals attend these classes to improve their fitness and health. The Recreation Services Department is committed to the sustainability of facilities, services and programmed activities. The Department actively explores opportunities to take initiatives that improve environmental sustainability. The fifteen (15) spin cycles in the studio will be fitted with individual generators. These generators will harness the energy generated by the individual peddling the cycle and turn it into electricity. This electricity flows back to the grid. The project will save energy costs, decrease carbon footprint, lessen green house gases, engage and educate patrons.

The project team has members representing Recreation Facilities and programs as well as the Markham Energy Conservation Office. These members are:
Dave Merriman, Recreation, 905-477-7000 ext 3787
Warren Watson, Recreation, 905-294-6111 ext 231
Carol Manning, Recreation, 905-294-6111 ext 229
Graham Seaman, MECO, 905-477-7000 ext. 7523

The installation of the generators on each spin cycle will result in an innovative, creative method of capturing energy created by beneficial physical activity and converting it to electricity. Monitors on each bike show the individual how much electricity is being generated by their peddling and in turn a large monitor calculates and shows overall class results. This provides additional incentive to participants in that they are not only participating in an activity which has obvious benefits to their health and wellbeing but is also contributing directly to the sustainability of the environment.

Once the installation is completed Recreation Staff (listed above) will continue to maintain and monitor the overall project to verify results, promote and encourage participation and educate the public.

Participation in the spin classes will result in direct energy savings. The energy that is produced by individuals pedaling on spin bikes is converted to electricity. Below is an example of the amount of energy that can be produced.

Watts	What It Powers	Carbon Impact
A Single Workout		
Average Person 100-130 watt hour (Wh)	4+compact fluorescents for an hour	2 oz. of CO2 reduced
Elite Athlete Up to 300 watt hour (Wh)	2 laptop computers for an hour	6 oz. of CO2 reduced
Group Cycling Class		
Full Class (15 participants) 1.9-2.25 kilowatt hour (kWh)	75+compact fluorescent or central air for an hour	3.37 lbs of CO2 reduced
Over a Month	Light 4.5 homes for a month	315 lbs of CO2 reduced
Over a Year	Light 54 homes for a month	3750 lbs of CO2 reduced

Figures based on North American Grid (120V 60 hertz)

7.5kW/class or 7500W/class - 15class/wk - 50wks/yr - \$34,000 investment - \$.10/kW

7.5kW/class x 15class/wk x 50wks/yr = **5,625kW/yr energy generated for the building and not consumed from the grid**

5,625kW x \$.10/kW = **\$562.5/yr annual savings because spin cycle generation offsets grid demand**

\$34,000 / \$562.5/yr = **60.4 yrs simple payback**

Promotion, marketing and educating will be an important part of an overall communications strategy for the project. The quantifiable benefits are obvious in the amount of measureable electricity generated, increased participation levels and additional revenue generation. There are quantitative benefits such as the increased awareness by participants and members of the public to the environmental initiatives this project represents. The studio will give the Town an excellent vehicle to deliver this important message. To that end, extensive graphics, signage, etc. are planned for the design and operation of the studio.

There are no additional funding sources identified at this time. Operating costs will be covered annually in the fitness centre operating budget. Life cycle would be monitored and replacement/upgrading costs included in the yearly Recreation Capital submission. Should anticipated results be verified and performance standards obtained as specified, expansion of the program and system would be considered at other Recreation fitness centres. The technology is progressing quickly and the supplier anticipates expansion of the product for use in treadmills, etc.

Extensive educational signage will be incorporated into the overall design of the studio conveying information on the energy savings, etc. The project offers a tremendous marketing opportunity to convey an important message regarding green and sustainable technology and the Town's commitment to be a leader in this area. A graphics package will be prepared and funded through the project budget to inform the public of the program.

Project Schedule	Nov	Dec	Jan	Feb	Mar
Conceptual Design	✓				
Equipment Purchase & Delivery		✓	✓		
Marketing Promotion		✓	✓	✓	
Commissioning				✓	
Classes					✓

Please also provide a cost summary including (please use attached budget forms on pages 4 and 5 to this application to provide details of the costs)

Total Project Cost	\$33,285	Amount requested from the MESF	\$33,285.
Amount from other sources	\$0.	In- Kind support hours	

BUDGET FORM – HUMAN RESOURCES (Volunteers)

Service	Details		In- Kind Value (in hours worked)
	Number of People	Estimated Time for Each (hour)	
Not applicable to this project.			
Total			

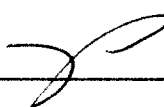
BUDGET FORM

Materials, Supplies and Equipment	Cost			MESF	Other
	# of units	Unit Cost \$	Total Cost \$		
Green Revolution Energy Generator	15	\$975.00.	\$14,625.00.	\$14,625.	\$0.
Green Revolution Energy Grid	1	\$8,775.00.	\$8,775.00.	\$8,775.00.	\$0.
Installation costs (Wiring, hardware)	1	\$885.00.	\$885.00.	\$885.00.	\$0.
Display unit/hardware	1	\$2,500.00.	\$2,500.00.	\$2,500.00.	\$0.
Freight & Delivery					
Installation					
HST	1				
Graphics/Signage	1	\$3,000.	\$3,000.	\$3,000.	\$0.
Contingency	1	\$3,000	\$3,000.		

Other Expenses					
Promotional Materials (Brochures)	1	\$500.	\$500.	\$500.	\$0.
Total			\$33,285.	\$33,285.	

How did you organization hear about the MESF? (Please check one)			
Town Website <input type="checkbox"/>	Newspaper advertisement <input type="checkbox"/>	Word of mouth <input type="checkbox"/>	Other <input type="checkbox"/>
<p>Upon completion of this Project please submit your project report, as well as original invoices, photos and records to Manager, Environmental Leadership, Town of Markham, 101Town Centre Boulevard, Markham, Ontario, L3R 9W3. Telephone 905-415-7502. Fax 905-475-4710. Photos may be posted on the Town's website.</p>			

DEPARTMENT HEAD'S AUTHORIZATION

Signature  Title *Director, Recreation Services*

Printed Name *Mary Creighton* Date *November 13, 2010*

OFFICE USE ONLY				
Date Application Received			New Applicant?	Yes No
Approved/Not Approved	Yes	No		
Acknowledgement Letter Sent?	Yes	No	Date Sent:	
Letter of Approval or Rejection Sent?	Yes	No	Date Sent:	
Final Report Received?	Yes	No	Date Received:	
Photos Received?	Yes	No	Date Received:	
Consent for Photographs received	Yes	No	Photos posted on website?	Yes No



MEMORANDUM

DATE: November 11, 2010

TO: Manager, Environmental Policy and Program Development -
Mavis Urquhart

FROM: Markham Energy Conservation Officer - Graham Seaman

SUBJECT: Thornhill Spin Cycle Studio

The Markham Energy Conservation Office (MECO) has reviewed the proposal to Markham Environmental Sustainability Fund (MESF) for \$33,285 to fund the purchase of a Green Revolution energy generation and display system for the spin cycling studio at Thornhill Community Centre.

This system will generate electricity that will be consumed by the Community Centre, therefore offsetting the electricity drawn from the grid, reducing Thornhill's electricity bills. The return on investment for this system is anticipated to be 60 years, based on the electricity generated by each session multiplied by the annual number of classes multiplied by current aggregate kilowatt-hour costs.

MECO supports this project for its opportunity to promote energy engagement and education. Expressing the spin cyclist's effort in terms of watt-hours expended and savings generated for the Community Centre will give increase their understanding of energy. With proper interpretation (signage and spin instructor speaking notes), this investment will be a valuable tool in the Town's conservation and demand management efforts.

MECO will work with the MESF, Corporate Communication, Recreation and Thornhill Community Centre to craft the messaging for this system to ensure that the potential 11,250 community member participants annually increase their energy understanding, promote MECO and MESF while being active.

This project positively impacts the following Greenprint priorities:

- Individual Health
- Energy + Climate
- Education + Skills

For Office Use Only - Project No.:

APPLICATION FORM**PROJECT MANAGER**

Name & Position	Victoria McGrath, Director		
Department	Sustainability Office		
Phone	X7516		
Fax			
Email	vmcgrath@markham.ca	Website Address	www.markham.ca/sustainability

PROJECT'S CONTACTS

Name	Katie Burns	Name	Lynne Koss
Dept.	Sustainability Coordinator, Sustainability Office	Dept.	Seeds of Change, Executive Director
Phone	X5283	Phone	905 597-3316
Email	kburns@markham.ca	Email	lynnekoss@rogers.com

PROJECT SUMMARY

Title	Seeds of Change		
Location of Project (if applicable)	Baythorn Public School and Stately Way, York Condominium Corporation No. 34		
Duration (months, maximum 12 months)	12		
Request for:	Spring Funding	Fall Funding X	Either
Start Date of Project	Fall 2010	End Date	Fall 2011

Please describe which of the following objectives your project meets and how:

- ❖ The project provides demonstrable, widespread and lasting environmental benefits for the community;
- ❖ The project is a leading environmental innovation that can be showcased by the Town of Markham;
- ❖ The project promotes education, understanding and participation in environmental sustainability in the Town of Markham; and;
- ❖ The project supports the Town's environmental policies and strategic plan.

Please see end of application.



101 Town Centre Boulevard,
Markham, Ontario, L3R 9W3

Markham Environmental Sustainability Fund

Internal Guide and Application Form

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Who Can Apply?

Town of Markham staff or member of Markham Council.

What are the Program's Requirements?

Applications will be considered by the Environmental Issues Committee for recommendation to the Finance and Administrative Committee and Council. The following objectives shall be considered by the Environmental Issues Committee when reviewing applications:

- the project is a leading environmental innovation (i.e. pilot project) that can be showcased by the Town of Markham;
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Projects will be expected to meet at least one of these objectives, if not more. Applications that do not meet any of these criteria will not be approved.

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- The project must have widespread, lasting environmental benefits for the community
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- The project promotes understanding and participation in environmental sustainability in the Town of Markham
- The project will have measurable results
- Records are to be kept with respect to the project and a report is to be prepared upon completion of the project and submitted to the Environmental Issues Committee for their records
- The project is consistent with the Town of Markham's objectives
- The project promotes the Town of Markham and the Town of Markham's commitment to environmental sustainability
- Work on the project must not have commenced
- Funding is intended for projects that would not normally be considered as part of a department's budget
- Funding will not be granted where projects have been commenced

What are some Suggested Projects?

- energy efficiency initiatives / pilot projects
- climate change reduction and Kyoto initiatives
- clean air awareness activities and initiatives
- water management promotion

- green roof promotion and implementation
- downspout disconnection/rain barrel program
- wildlife habitat restoration/naturalization activities
- water conservation/efficiency initiatives
- natural features study update/implementation
- environmental and natural gardening promotion and information
- clean-up activities
- environmental management activities
- school environmental projects

When are the application deadlines?

Funding will be awarded twice a year in Spring and Fall. Applications must be submitted by September 12, 2008 for Fall funding.

How Do I apply?

- Step 1 **Speak with the Manager of Environmental Leadership** about your proposed application;
- Step 2 **Complete the Application Form.** Please ensure that it is legible and signed.
- Step 3 **Prepare any supporting information**, such as illustrations and maps and attach them to the application form. Sufficient and complete information must be provided for the Environmental Issues Committee to make a decision.
- Step 4 **Submit your application** to the Manager, Environmental Leadership, Town of Markham, Ontario, L3R 9W3. Telephone 905-415-7502, Fax 905-475-4710.

Application Checklist

Please ensure that your application is complete. Are the following included in your submission?

- A complete application form, signed by Department Head, including all budget and funding details
- All supporting documentation

What will happen next?

The Environmental Issues Committee will review all applications taking into account the established objectives and criteria described above. They will determine which projects should be funded and how they should be funded (in a single payment or in phases) and make a recommendation to General Committee and Council.

How will I be notified?

You will be contacted by the Manager of Environmental Leadership following Council's decision.

What happens after the Project is completed?

Upon completion of the project and no later than 12 months from delivery of the funding, you are required to submit your project report. Include a project summary and photos so we can review and promote your project.

What does a Project Report Contain?

- accounting of how all funding has been spent
 - original copies of paid invoices
 - description of the success/any shortfalls of the project
 - photographs for review and promotion of the project
 - completed consent form for use of photographs
- A project format will be provided to assist you in preparing the report

Please provide a detailed description of your project in the following space. Please attach additional pages if necessary to fully explain your project. This description should include:

- ❖ Purpose for the project
- ❖ Description of the Project Team
- ❖ What will your project accomplish? (include workplan with timelines)
- ❖ Who will maintain and monitor the project after completion? (please provide contact information)
- ❖ What are the measurable benefits of this Project?
- ❖ How will you promote the MESF fund with this project?
- ❖ Describe other funding sources/in kind support
- ❖ How will the benefits to the environment and your community be maintained after your project has been completed?
- ❖ Will there be an educational sign component. If so, please describe

Please see end of application.

Please also provide a cost summary including (please use attached budget forms on pages 4 and 5 to this application to provide details of the costs)

Total Project Cost	11,421	Amount requested from the MESF	4,932
Amount from other sources	6,489	In- Kind support hours	4,204

BUDGET FORM – HUMAN RESOURCES (Volunteers)

[illegible]

BUDGET FORM

Materials, Supplies and Equipment	Cost			MESF	SO - CGSF	Other
	# of units	Unit Cost \$	Total Cost \$			
(e.g. Light bulbs)	500	1.00	500.00	200.00		300.00
Building Materials:						
Raised Beds & 1 Pizza Garden						
Cedar Planks, Posts, Galvanized Nails, Screws,	4 Beds	550.00	2,200.00		2,200.00	
Hammers, Plastic Liner, Netting, 1 ton gravel per site						
Garden Tools	2 Gardens	700.00	1,400.00		1,000.00	400.00
Soil & Compost	2	450.00	900.00		720.00	180.00
Arbour, trellises, bamboo stakes	"	575.00	575.00		460.00	115.00
Indoor Composter (to achieve zero waste at school)	1 Garden	700.00	700.00	700.00		
Organic vegetable & flower seeds	3	100.00	300.00		100.00	200.00
Seedlings, grow trays	3	150.00	450.00		225.00	225.00
Rain Barrels	4	80.00	320.00		220.00	64.00
Season Extenders – Collapsible Cold Frames	4	95.00	380.00	380.00		
Landscape Fabric for Weed Blocking	5	35.00	175.00		145.00	35.00
Outdoor education/ workshop area (Seating – Rock/logs, Bench)		700.00	700.00	600.00		100.00
Signage for labeling plants, garden signs, logo sponsors		500.00	500.00	400.00		100.00
First Aid Kits	2	26.00	52.00	52.00		
Honorariums for Workshop Leaders/Guest Speakers	8 4 ea. project	100.00	800.00	800.00		
Other Expenses						
(e.g. Printing Brochures)	100	0.50	50.00	25.00		25.00
Printing – Flyers, "How To" Brochure, Manual			2,000.00	2,000.00		
Total				4,932	5,070	1,419.00

Please see the end of the application for more details on how the MESF budget will be divided between the three main program components: the school garden, the condominium garden and the communications strategy and programming.

How did you organization hear about the MESF? (Please check one)			
Town Website <input type="checkbox"/>	Newspaper advertisement <input type="checkbox"/>	Word of mouth <input type="checkbox"/>	Other <input type="checkbox"/>

Upon completion of this Project please submit your project report, as well as original invoices, photos and records to Manager, Environmental Leadership, Town of Markham, 101Town Centre Boulevard, Markham, Ontario, L3R 9W3. Telephone 905-415-7502. Fax 905-475-4710. Photos may be posted on the Town's website.

DEPARTMENT HEAD'S AUTHORIZATION

Signature V. McGrath Title Director, Sustainability Office

Printed Name Victoria McGrath Date Nov. 11/10.

OFFICE USE ONLY			
Date Application Received		New Applicant?	Yes No
Approved/Not Approved	Yes No		
Acknowledgement Letter Sent?	Yes No	Date Sent:	
Letter of Approval or Rejection Sent?	Yes No	Date Sent:	
Final Report Received?	Yes No	Date Received:	
Photos Received?	Yes No	Date Received:	
Consent for Photographs received	Yes No	Photos posted on website?	Yes No

- There will be wider community education as a result of these two gardens as a result of the associated education and awareness component. In particular, other schools and condominiums will be targeted with information about the benefits of school and community gardens, invitations to visit the demonstration sites and attend workshops, and offering the "how-to" manual and yearly maintenance plans as resources.
4. Supports the Town's environmental policies and strategic plan:
- Building Markham's Future Together (BMFT) covers community gardens in Environmental Action Plan 5, which includes local food promotion and security. The milestones set in BMFT include increasing the number of community gardens and distributing them throughout the Town.
 - School and community gardens are also part of the Implementation Strategy for the Draft Greenprint Sustainability Plan, in Goal 7 (Create and Support a Local Food System) Objective 2.4.2 (Significantly increase community food-producing opportunities).

Purpose for the project

SOC's vision is to contribute to the sustainability of suburban communities in York Region by giving students and community members opportunities to cultivate a sense of connection, care and appreciation for the environment, ultimately with York Region becoming a model of suburban sustainability. By providing skills to plant, grow, prepare, harvest and share locally grown nutritional food, we hope to improve our individual and communities' overall health and well-being, while reconnecting to nature and with each other.

The Seeds of Change Pilot Project is initiating two gardens in Markham in the Spring of 2011. The Sustainability Office has budgeted for a Community Garden Start-up Fund, which will provide a one-time investment of approximately \$2,500 per garden in Markham (\$5,000 total). It will cover the materials and tools for the two gardens in Markham (see budget). It will require that the community gardens meet criteria including compliance with Town policies, notification of neighbours, safety of gardeners (including soil safety), public access, parking availability, and aesthetics. No funds, from the Sustainability Office or MESF will be released prior to the criteria being met.

The scope of the two proposed SOC gardens extends beyond the physical start-up materials that the Community Garden Start-up Fund will cover. SOC aims to create two educational venues that will serve as demonstration models for the community. One will be a school garden that can offer tours and workshops for parents, teachers and school administrators interested in starting similar projects, and the other, a condominium garden that can illustrate to other residents and condominium boards how a community garden can be integrated into higher density and established communities on privately owned land. Therefore, the proposed MESF budget covers both the educational supplements to both the school and condominium gardens in addition to a communications strategy and programming that Seeds of Change will run using both sites.

SOC will produce promotional materials to be distributed to schools and condominiums in Markham to create awareness of the environmental sustainability benefits of school and community gardens and offer the expertise that has been gained through these two

initial projects. A detailed "how-to" manual will be prepared to cover the step-by-step process of starting and maintaining school and community gardens. This will include a video journal that will be available online. Other existing community gardens in Markham, including the Legacy Community Garden and the York Region Food Network's Community Garden, will be consulted during the preparation of these guides. An educational resource will be prepared to assist teachers with using a school garden to meet the Ontario curriculum, including lesson plans, activities, and a guide to existing resources.

Description of the Project Team

The Seeds of Change group is in its initial year of operation and has established a partnership with the Markham Environmental Sustainability Office. The group is based in Thornhill and has the objective of using school and community gardens to make communities in York Region more sustainable. Other organizations represented on the Steering Committee include Evergreen, Boys and Girls Club and York Region Environmental Alliance.

Baythorn Public School already has EcoSchool status and has committed to becoming the demonstration model. The school garden will include teachers and students in every grade (approx. 550 students), parents, and community members. There is already a core group of volunteers to shepherd the garden through the initial planning and fundraising stages.

Stately Way, York Condominium Corporation No. 34, is a townhouse condominium development of 58 homes with residents from China (Cantonese and Mandarin), Iran, Iraq, Jamaica, Kenya, Pakistan, Russia, Romania and Ukraine. Adults and children will participate in the design, planting and installation of the garden with a children's committee contributing to the project. While the garden is on privately owned land, it will be accessible by the public, both for membership in the garden and participation in workshops held at the garden.

Relish Culinary Tours will coordinate chefs' participation in teaching participants' preparation and cooking.

What will your project accomplish? (include workplan with timelines)

Spring - Summer 2010 – Concept established and refined, initiation of the Seeds of Change Steering Committee, secured access to school and condominium properties, support from local Councillors and research into similar programs in other jurisdictions

Fall 2010 – Further development of plans and objectives, preparing preliminary budget, researching and completing funding applications, raised beds to be installed with cover crops

Winter 2010/11 – Prepare a detailed budget based on funding received, preparation of a detailed site plan, outreach to the community to recruit more volunteers, and arrange guest speaker schedule.

February/March 2011 – Seeds will be started indoors, arrangement for tools, set up workshop schedule, confirmation of site preparation, and secure part-time staff to be garden coordinators during the first year.

April/May/June 2011 – Hold orientation meetings with gardeners and teachers to explain the schedule, determine available skills, undergo site preparation, plant cool season crops in April using cold frames (especially important for the school garden to ensure produce is available before summer holidays), have an official opening of the gardens, ensure the water system (rain barrels) are in place, hold sessions for schools and condominiums to visit demonstration gardens, develop strategy and recruit volunteers to maintain the school garden during July and August, and record the activities that take place for the “how-to” manual. Organization of local chef program for Fall.

July/August 2011 – Maintain gardens, plant succession crops to ensure the school garden will have abundant produce in the fall.

September/October 2011 – Hold harvest events as first school fundraiser (with local farmer’s market), plant exchange and to celebrate successes at both gardens, plant fall bulbs (like garlic), clean/repair/store tools, clean the site, and compost spent plant materials. Donation of produce to local food banks. Implement chefs’ program.

November/December 2011 – Project evaluation, compilation of records and research into “how-to” manual, and prepare reports to funding agencies.

Who will maintain and monitor the project after completion? (please provide contact information)

During the establishment of the two gardens, Garden Steering Committees will be formed. For the school garden it will include parents, teachers, administrators, and community members. For the condominium garden it will include residents (including representation from the condominium board) and neighbours. These Garden Steering Committees will oversee the day-to-day matters at each garden. Additionally, SOC will provide on-going support to the gardens on an as-needed basis. The long-term goal is to incubate these gardens so that they are able to function autonomously (with funds from local corporate businesses and creative on-going fundraising ideas such as calendars with recipes, selling herbal teas, seedlings, etc.) after the first year so that Seeds of Change can devote more of their resources to starting other new gardens.

What are the measurable benefits of this Project?

The school and community gardens and the Seeds of Change promotional and educational campaign will:

- Create two new gardens in Thornhill
- Provide a roadmap for starting new gardens, with an expertise in starting school gardens and community gardens on condominium properties
- Attendance growth at educational and volunteer garden workshops
- Increased number of classes and children that engage with their environment through hands-on and experiential learning
- Feedback from teachers on students’ behavioural changes i.e. attention span, class disruption, mood changes and school violence

- Organically grown produce, available to students, residents, and food bank donations
- Media interest and coverage
- Growth of partners and sponsors
- Increased number of requests from schools, groups/organizations seeking community gardens.

How will you promote the MESF fund with this project?

The MESF fund will be recognized on all printed materials for promotion, resources, media releases, and the manual. A website will be developed and we will utilize popular social networking tools like Facebook, Twitter, LinkedIn to promote workshops, events and opportunities to interested parties, acknowledging all funders including MESF. The fund will also be recognized on the signage of the gardens. Promotion of the gardens and SOC will also occur at Sustainability Office engagement events associated with the Greenprint Sustainability Plan.

Describe other funding sources/in kind support

Funding applications are underway for this project that include: Carrot Cache, Shell Environmental Fund, and Earth Day Community Fund.

We have in-kind support from Garden Import Inc. (\$350.00) and 20% purchases from Sheridan Nurseries.

The majority of this additional funding will go towards part-time staffing at the gardens, which will be especially important at the school garden over the summer months, the development of a resource website, and to complete the necessary work for the manual's content.

How will the benefits to the environment and your community be maintained after your project has been completed?

Both gardens will be built with good quality, lasting infrastructure (proper fencing, tools and signage) that will ensure they continue beyond one year. The first year of a new garden is the most costly, and therefore fewer economic resources will be required to continue the gardens in subsequent years. Seeds of Change will be seeking charitable status in the future.

The resources that are prepared, particularly the brochures and manual, will be resources that can be utilized along with the newly learned critical life skills as participants share them with their family and friends in future years to encourage participation in these gardens and foster the start of new ones. Online curriculum templates and relevant information will be available as teachers' resources.

Will there be an educational sign component. If so, please describe

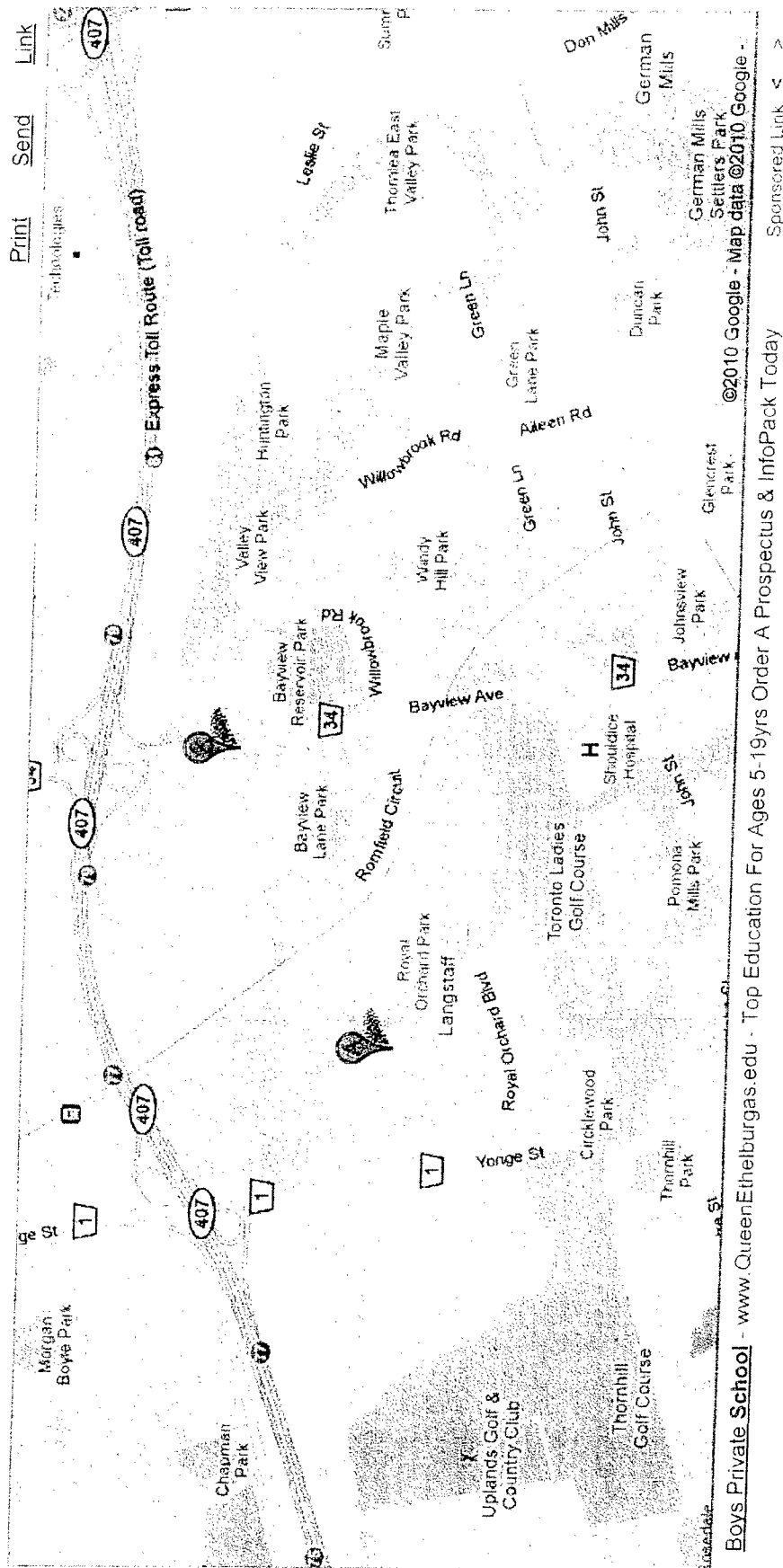
Yes, both gardens will have signage that will include the name of the garden, rules of conduct, how to participate, and recognition of funding organizations.

MESF REQUEST BUDGET BREAKDOWN

MESF Budget Request	School Garden	Condominium Garden	Communications Strategy & Programming
Indoor Composter (to achieve zero waste at school)	\$700.00		
Season Extenders Cold Frames/Grow Trays	\$190.00	\$190.00	
Outdoor Classroom Rocks/Bench	\$600.00		
Garden signage, including plant labels and logos of sponsors	\$300.00	\$100.00	
First Aid Kits	\$26.00	\$26.00	
Workshop Honorariums Leaders/Guest Speakers 8 @ \$100.00			\$800.00
Website development (to reduce paper and increase distribution)			\$800.00
"How To" Video Journal (posted online)			\$500
Graphics, logo, presentation kit (CDs)			\$400
1000 flyers on FCS paper (design, printing, posting on website)			\$100
Video co-ordinator Honorarium			\$200
	\$1,816.00	\$316.00	\$2,800.00
		Total	\$4,932

Google maps

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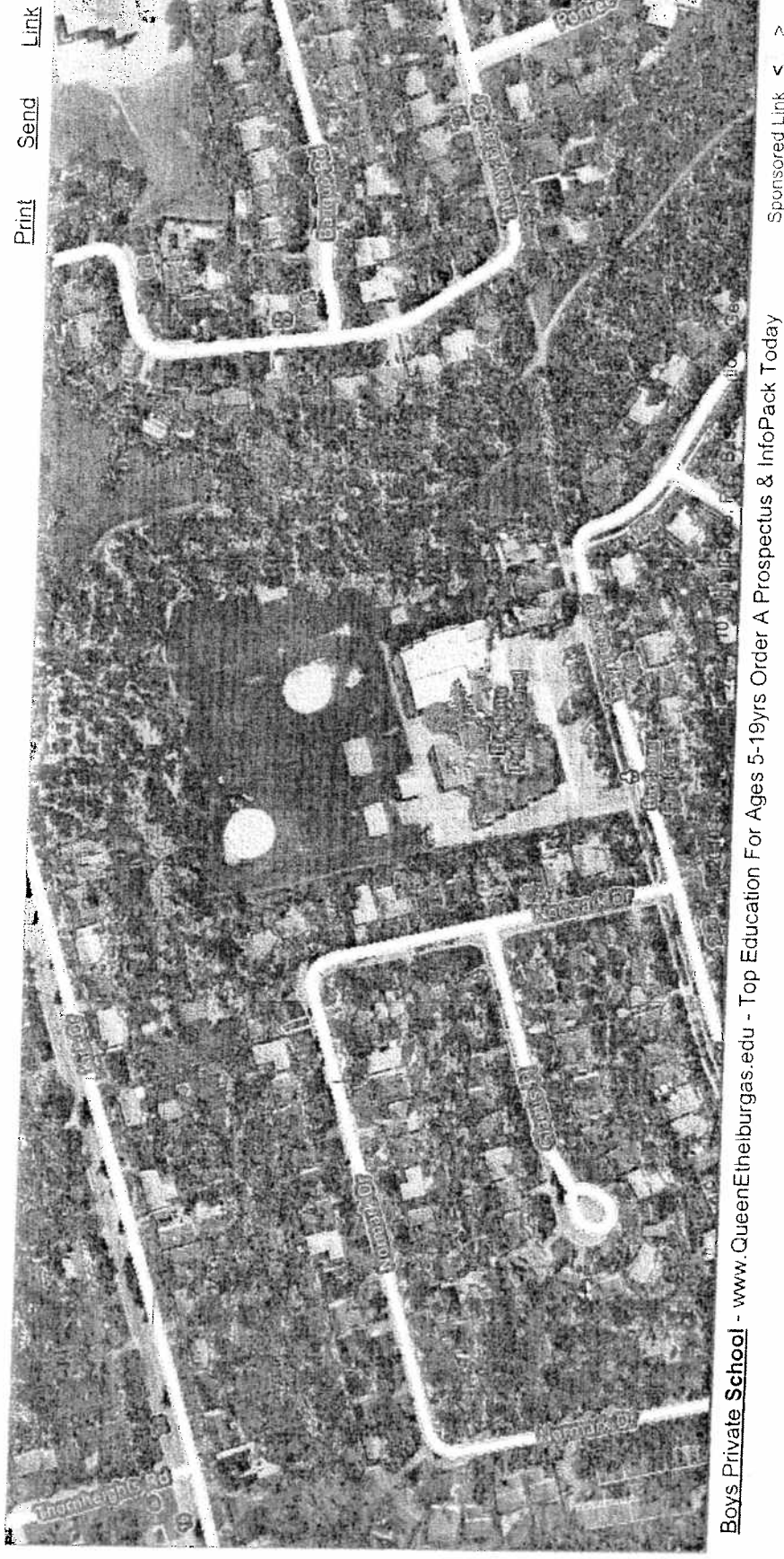


A - Baythorn Public School

B. York Condominium Corp. No. 34

Google maps **Baythorn Public School 201**
Canada **BAYTHORN DR, near Markham, ON**
L3T 3V2

To see all the details that are visible on the screen, use the "Print" link next to the map.



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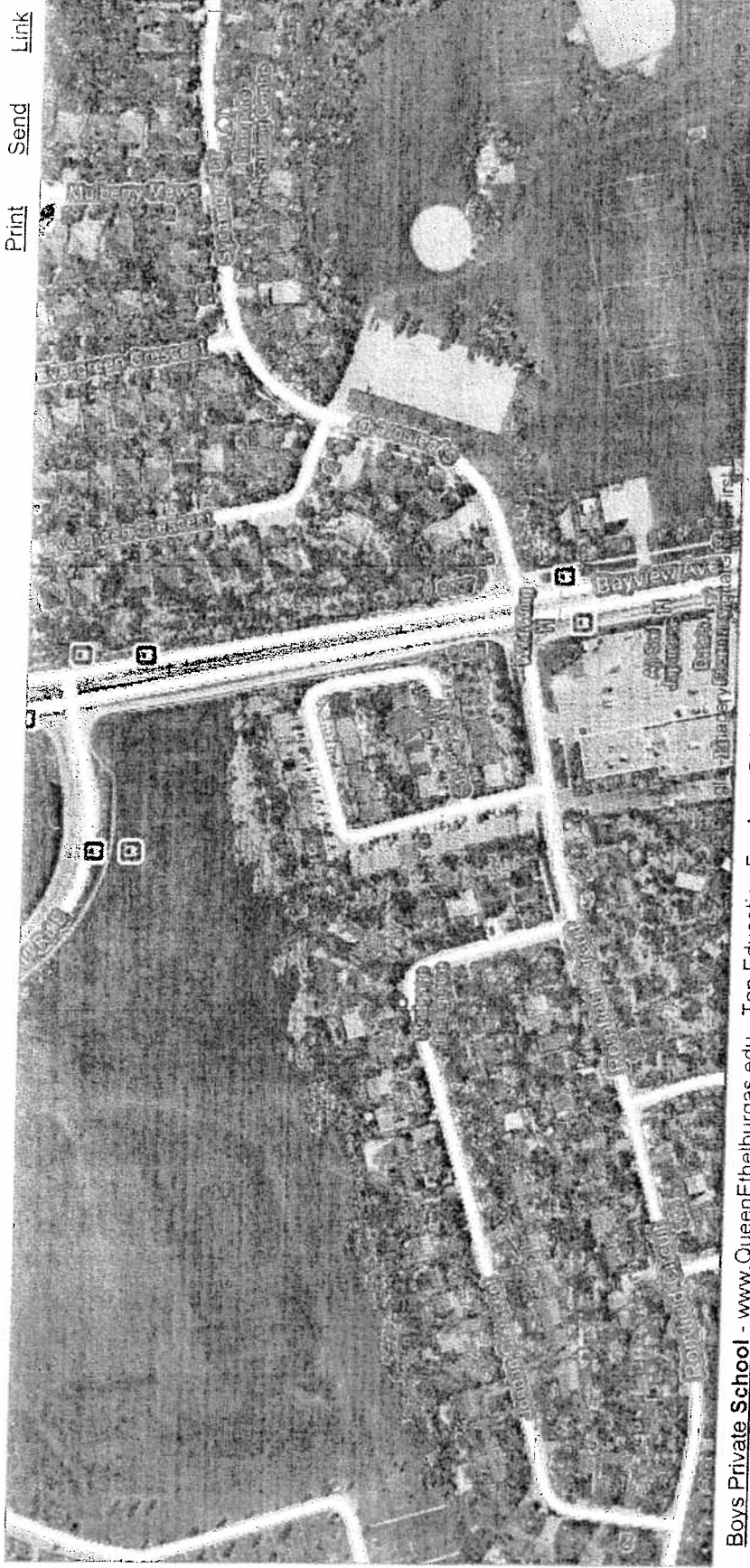
York Condominium Corp. No. 34

Google maps

Baythorn Public School 201
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York Condominium Corporation No. 34
2 - 75 Stately Way, Thornhill

September 24, 2010

Ms. Lynne Koss
Executive Director
Seeds of Change



Dear Lynne:

As 4 of the 5 members of the Board of Directors, YCC #34, we are writing to confirm that we unanimously agree to, and resolve to participate in, the pilot project of "Seeds of Change" as one of the first condo development gardens in York Region. We want to underscore the importance of nutrition and wellness for our owners/residents, make individual and communal life better by interaction, sharing and working together.

We will allot a minimum of 200 sq. ft. with access to a water source. Small - but mighty!


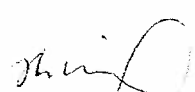
We look forward to working together.

Sincerely,



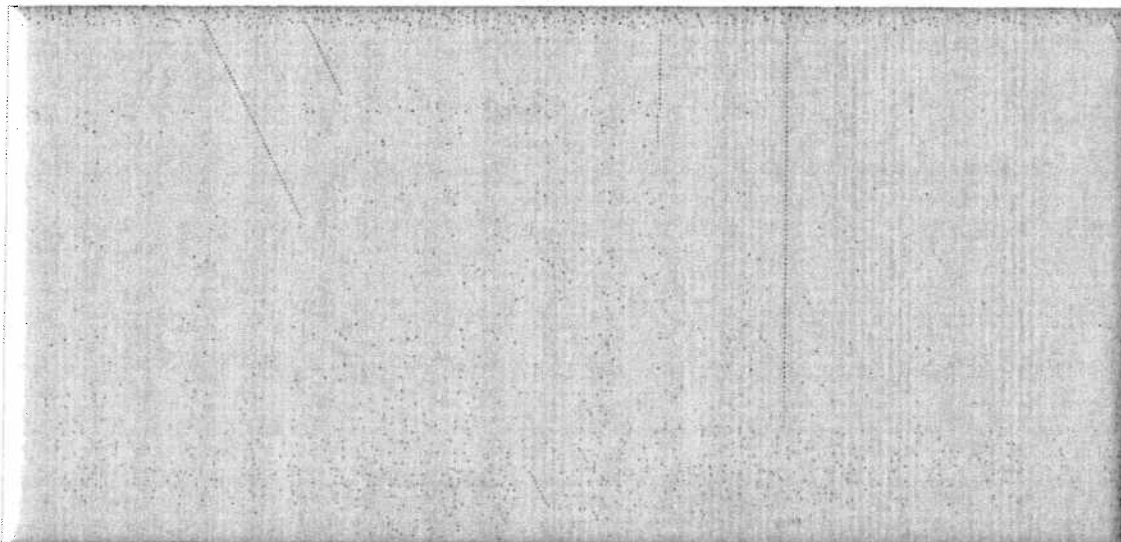
Pat Campbell

Joseph Lifschitz



Paul Rawling

Ken Smith



June 28th, 2010

Ms. Lynne Koss
Executive Director
Seeds of Change
2 Stately Way
Thornhill, ON
L3T 3Z8

Dear Lynne:

As Principal of Baythorn P.S., I am writing to confirm that we are excited to participate in the pilot project of "Seeds of Change" as one of the first schools in York Region to underscore the importance of nutrition and wellness for our students by creating a school garden. This letter of intent is pending final approval of the board, school council and members of the eco-club/faculty involved. With that approval we will proceed and the school will be totally committed to the project and schedule to begin in the 2010/2011 school year.

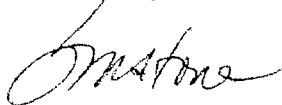
Together we will conduct a site inspection to determine the appropriate space to be allotted for a minimum space of 1500 sq.ft., with access to a water source, and along with our own team of committed staff, parents and students we want to ensure that the seeds planted come to fruition from this ground-breaking venture.

Staff Member Running Eco-Club
2010/2011 MS. L. VAN VLYMEN

Grounds Staff
Supervisor: MR. R. MUNGAK (LEAD CUSTODIAN)

We look forward to working together.

Sincerely,



Brian Stone
Principal