



**ROYAL
BOTANICAL
GARDENS**
www.rbg.ca

ROYAL BOTANICAL GARDENS
3-SEASON PAVILION PROJECT
INTERIM REPORT

FOR

CITY OF HAMILTON
FUTURE FUND

DATE: September 25, 2018

PROJECT MANAGER: Sabrina Hall, Manager, Customer Programs
Jason Van Veen, Assistant Manager, Customer Programs

Royal Botanical Gardens (RBG) was fortunate to receive an award of \$93,000.00 from the Hamilton Future Fund Board of Governors to support the construction of a 3-Season Pavilion.

To determine project success, our application identified reporting measures to lead to our expected project outcomes. As of September 25, 2018, we are pleased to report on the status of Outcome #1, and partial completion of Outcome #2 as follows:

Outcome #1: The pavilion is constructed and ready for use

Measures to determine achievement of outcome:

- a. the pavilion is constructed safely, in compliance with all required permits
- b. the site is restored after construction
- c. a new storage shed, furnishings and school related materials and supplies are purchased and installed in the shed and pavilion

Report:

The pavilion was constructed safely and available for use on June 8, 2018. The site was restored after construction, and a new storage shed was installed behind the Nature Interpretive Centre at the Arboretum. The shed contains program materials in support of pavilion programming. Refurbished picnic benches remain on site in the pavilion.

Outcome #2: Community members recognize the investment made by the City of Hamilton's Future Fund

Measures to determine achievement of outcome:

- a. RBG installs a pavilion sign, which recognizes the support of the City of Hamilton Future Fund
- b. external communications for school, youth and camp programs promotes the new pavilion and recognizes support of the Future Fund
- c. An official opening is undertaken, which acknowledges the City of Hamilton's Future Fund support.
- d. RBG's website acknowledges the City of Hamilton
- e. RBG acknowledges the donation of the City of Hamilton Future Fund in our Donor Accountability Report – sent to all donors and members

Report:

RBG installed a pavilion sign which recognized the support of the City of Hamilton Future Fund. Please see the picture on page 3. We are planning to recognize the Future Fund's support in external communications to teachers or group leaders booking programs in the pavilion, and at our teacher portal (www.rbg.ca/teacherportal).

On September 20, 2018, a recognition event was held at the pavilion, attended by counsellor Judy Partridge. Please see attached photo.

Our 2018 Donor Accountability Report will be available next year, mid-July. We will be pleased to acknowledge the Future Fund donation in the report.

Royal Botanical Gardens will update the Hamilton Future Fund on progress towards Outcome #2-e and Outcome #3 in our next report, due March 31, 2019.



Recognition Sign



Picture of 3-season Pavilion



Recognition Event on September 20, 2018

L-R Sabrina Hall, Manager Customer Programs, Mark Runciman, Chief Executive Officer, Counsellor Judy Partridge, Ruth Lee, RBG Board Chair, Darlene Bennett, Director of Fundraising and Community Engagement