



SkyTrain Community Involvement Policy

SkyTrain (proudly operated by BC Rapid Transit Company Ltd.) believes in giving back to the communities it serves. Our mission is to consistently deliver customer friendly and efficient rapid transit services that enhance community livability. Our Community Involvement goal is to further develop and maintain collaborative external relationships with neighbouring residents, businesses, and the broader community. Below are some basic guidelines that SkyTrain follows to decide which events, organizations, programs and/or projects will create the most successful partnerships. Exceptions may be made in the case of a special need or opportunity.

Community Involvement Guidelines

- I. SkyTrain's primary focus is events, organizations, programs and/or projects related to SkyTrain service areas that also adhere to our goal of building collaborative external relationships.
- II. Candidate Community Involvement events, organizations, programs and/or projects will provide high visibility and generate positive goodwill/publicity for the candidate, SkyTrain and the community.
- III. SkyTrain may donate employee time, property, and other resources.

For SkyTrain Community Involvement to be considered:

1. Requests must be from a not-for-profit community, academic or charitable organization.
2. A local organization will have its membership and operations within SkyTrain's current or future service area.
3. Preferably, Community Involvement will foster a sense of community pride and ownership of local SkyTrain facilities and services.
4. Preferably, Community Involvement will provide a benefit to the candidate and SkyTrain through positive representation in the media and public.
5. Organizations, programs and/or projects must be of interest to SkyTrain staff.
6. SkyTrain staff members who wish to participate in Community Involvement will generally do so on a "volunteer" basis.
7. Certain events, organizations, programs and/or projects may be "grandfathered" that no longer fit within our Community Involvement criteria if it is determined to be of continued value for SkyTrain support.
8. Monetary contribution requests must be approved by SkyTrain's entire executive team.
9. Requests for Community Involvement are submitted through the SkyTrain web site three months prior to the event or start of the program

Examples of organizations that can be considered for SkyTrain Community Involvement include:

- a. Collingwood Community Policing Centre (CCPC)
- b. Kingsway Imperial Neighbourhood Association (KINA)
- c. BC Cancer Foundation
- d. Canadian Blood Services
- e. BC Children's Hospital
- f. Greater Vancouver Food Bank Society
- g. Surrey Food Bank Society

Examples of Community Involvement requests that will not be considered:

- a. Organizations or causes that do not impact current or future communities SkyTrain serves.
- b. For-profit organizations.
- c. Donations for individuals, except in rare instances such as personal or family disaster.
- d. Faith-based organizations, except for specific humanitarian missions.
- e. Political/partisan endorsements.
- f. Events where participants consume alcohol.
- g. Events where participants demonstrate immoral or illegal behavior.

Community Involvement Request Procedure

All Community Involvement requests must be made by filling out a SkyTrain Community Involvement Request Form which is available at our website skytrain.info

SkyTrain staff can only agree to SkyTrain Community Involvement with the approval of SkyTrain's entire executive team.

Community Involvement requests take approximately 6 weeks to process. Organizations will be contacted if SkyTrain is interested in pursuing the Community Involvement request.

For further information, contact Jennifer Siddon, Communications Liaison, BCRTC (SkyTrain), at communityinvolvement@bcrtc.bc.ca.