



Finance
1 Centennial Square
Victoria, BC V8W 1P6
E grants@victoria.ca

Strategic Plan Grant Application Form

SECTION 1. CONTACT INFORMATION

Organization Name: Archaeological Society of British Columbia

Mailing Address: c/o Archaeology Unit, RBCM 675 Belleville Street, Victoria B.C

Contact Person: Jacob Earnshaw Email: asbc.president@gmail.com

Telephone: 250-889-0607 Website: www.asbc.bc.ca

SECTION 2. CONTACT INFORMATION – NEIGHBOURHOOD GROUP

Please note: This section is only applicable to those applying on behalf of a neighbourhood group.

Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

SECTION 3. ORGANIZATION INFORMATION

Are you registered under the Society Act? ☐ Yes ☐ No Society Registration Number: S0008092

Are you a registered Charity? ☒ Yes ☐ No Charity Registration Number: 887151397 RR 0001

Must provide society number and **Certificate of Good Standing or Charity Registration Number and **CRA Canadian Registered Charities Details Page** showing charity status as registered*

Organization mission/mandate (500 characters max - do not add extra pages)

Our mission is to protect the archaeological and historical heritage of British Columbia through education and to further public understanding of a scientific approach to archaeology by providing lectures, workshops, field projects, and an academic journal in archaeology and related topics.

Brief history and role in benefitting residents of Greater Victoria (500 characters max - do not add extra pages)

The ASBC was established in Victoria in 1966. For the past 54 years the ASBC has existed in Victoria as a local chapter, and in 2015 became the official provincial executive chapter. We provide monthly archaeology lectures at the University of Victoria, workshops, tours and field projects to our membership and the public

How many paid staff at organization? Full Time: 0 Part Time: 2

How many volunteer staff at organization? 9 Total volunteer hours: 700

SECTION 4. ORGANIZATION FINANCIAL INFORMATION

Has the organization filed for bankruptcy or currently seeking credit protection? ☐ Yes ☒ No

Did your organization receive a grant from the City of Victoria in the prior year? ☐ Yes ☒ No

If yes, has the Final Report been completed? ☐ Yes ☐ No Only those organizations that have submitted a complete Final Report for evaluation will be considered for new funding.

Please list a summary of all sources of funding you receive and how is it used in your organization's annual budget. Also include all pending grant requests.

Funding Sources	\$ Amount	Use
City of Victoria	3,000.00	
Membership dues	3,500.00	speaker honorariums and journal printing costs (The Midden journal), part time manager costs
fundraising/merchandise sale	1,170.00	speaker honorariums and journal printing costs (The Midden journal), part time manager costs
BCAPA contribution to archaeologists in schools program	1,000.00	Archaeologists in schools program.
donations	420.00	speaker honorariums and journal printing costs (The Midden journal), part time manager costs
subscriptions	169.52	speaker honorariums and journal printing costs (The Midden journal), part time manager costs
Organization's Annual Budget	\$ 9,259.52	



SECTION 5. PROJECT OR PROGRAM KEY OBJECTIVES

What are the project or program key objectives and how will the organization measure success. This criteria will be used on the Final Report to measure the success of the project or program's objectives and the External Grant Review Committee will be evaluating based on the success using these measures.

Objective	Measure of Success
Educate Victoria Students in BC Archaeology	number of students connected to archaeologist presenters in the Victoria region
Educate Victoria students in First Nations history	number of students connected to archaeologist presenters in the Victoria region

SECTION 6. PROJECT OR PROGRAM INFORMATION

When completing this section, please note the External Grant Review Committee will take into consideration the following:

1. Council's Weighted Strategic Plan Objectives
2. Weighted Assessment Criteria
 - a. Capacity of an organization to deliver the project (20%)
 - b. Evidence of need (20%)
 - c. Community impact (30%)
 - d. Project feasibility (30%)

Project or program title: Archaeologists in Victoria Schools Program

Who is your target audience? Victoria elementary and secondary students

Brief description of the project or program and why the grant is needed. (1250 characters max - do not add extra pages)

The ASBC (Victoria based) is committed to preserving BC's archaeological and historical heritage by: 1) assisting in the training of the next generation of archaeologists and encouraging engagement with First Nations communities by enabling access to specialist educational resources, and 2) fostering interest and awareness in the lay community. Our initiative, the Archaeologists in Schools program, aims to introduce BC archaeology to younger students by connecting professional archaeologists with BC classrooms. The program brings archaeologists into elementary and high school classrooms as guest speakers and presenters. Students will be introduced to aspects of local history and indigenous culture they may otherwise not be introduced to, and learn about basic archaeology in a way that is scientifically informed and culturally appropriate. Any funds from the Vic Strategic Grants would only go to funding archaeologists in 20 city classes.

Select the weighted Strategic Plan Objective that the project or program aligns with or supports (for further explanation of the objectives and outcomes, refer to the [2019-2022 Strategic Plan](#)).

- | | |
|--|--|
| <input checked="" type="checkbox"/> Reconciliation and Indigenous Relations (4.75) | <input type="checkbox"/> Health, Well-Being and a Welcoming City (4.50) |
| <input type="checkbox"/> Affordable Housing (6.00) | <input type="checkbox"/> Climate Leadership and Environmental Stewardship (5.25) |
| <input checked="" type="checkbox"/> Prosperity and Economic Inclusion (3.88) | <input type="checkbox"/> Sustainable Transportation (5.63) |
| <input type="checkbox"/> Strong, Liveable Neighbourhoods (5.50) | |

If you have selected more than one weighted Strategic Plan Objective, we encourage applicants to select the **primary** objective that the project or program aligns with or supports.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Reconciliation and Indigenous Relations (4.75) | <input type="checkbox"/> Health, Well-Being and a Welcoming City (4.50) |
| <input type="checkbox"/> Affordable Housing (6.00) | <input type="checkbox"/> Climate Leadership and Environmental Stewardship (5.25) |
| <input type="checkbox"/> Prosperity and Economic Inclusion (3.88) | <input type="checkbox"/> Sustainable Transportation (5.63) |
| <input type="checkbox"/> Strong, Liveable Neighbourhoods (5.50) | |



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Explain in detail how this project or program will meet and support the chosen City of Victoria's Strategic Plan objective.
(1250 characters max - do not add extra pages)

The majority of students growing up in Victoria receive a very brief overview on the history of early contact period and First Nations relations/history. Engagement with the indigenous history of BC fosters a deeper understanding of current First Nations culture and politics. Good archaeology, and good archaeologists, will be vital in to the future of BC as continued development brings more private interests into conflicts with First Nations communities; in the past several years, we have already seen escalating confrontations and blockades becoming increasingly common. A well-informed public is the best defense against misinformation. Introducing students from a young age to their local archaeology not only fosters a better understanding of scientific method, helping children become better critical thinkers, but also imbues students with an appreciation of indigenous history and culture from a young age. Archaeology must be a bridge between people in BC, not the point of contention that it is quickly becoming. A strategic grant would inform many local Victoria students in local first nations culture and history.

How many will benefit from the project or program? 400-500

What percentage of residents benefit from this project or program? City of Victoria 1-100 % Greater Victoria 1-100 %

SECTION 7. PROJECT OR PROGRAM BUDGET

In 2019, Council approved \$491,315 Strategic Plan Grant awards ranging from \$2,250 to \$40,000 with the average grant awarded of just under \$11,700.

Total project or program amount requested: \$ 3000 **Must equal Total Funding Sources on page 4**

Prepare a detailed breakdown of all budget expenses and funding sources below - do not add extra pages.

BUDGET EXPENSES	\$ Amount	Details (if applicable)
Project or Program Costs		
Archaeologists in Schools program (20 classes Victoria)	3,000.00	from Strategic Plan Grants.
Archaeologists in Schools program (11 classes BC)	1,650.00	(1000 from BCAPA-professional organization and 650 from ASBC for BC classes)
lecturer expenses	0.00	paid by the Science in Schools Program
A. Total Project or Program Expenses	\$ 4,650.00	
Administration		
Society manager (40 hr)	920.00	costs involved connecting archaeologists and classes, repayment, etc.
ASBC Board of Directors (volunteer hours= 50)	0.00	
B. Total Administrative Expenses	\$ 920.00	
TOTAL PROGRAM EXPENDITURES (A+B)	\$ 5,570.00	Should equal Total Program Funding Sources on page 4
Administrative costs are capped at a maximum of 18% of total budget.		
Total percentage of administrative costs	16.52%	



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BUDGET FUNDING SOURCES	\$ Amount	Pending or Confirmed	Contact Person	Phone Number
Government Funding - include pending requests				
City of Victoria	3,000.00	Pending		
A. Total Government Funding	\$ 3,000.00			
Corporate Sponsorships				
BC Association of Professional Archaeologists (BCAPA)	1,000.00	Confirmed	Heather Kendall	hkendall@icloud.com
ASBC contributions	650.00	Confirmed	Jacob Earnshaw	asbc.president@gmail.com
B. Total Corporate Sponsorships	\$ 1,650.00			
Matching Funds				
C. Total Matching Funds	\$ 0.00			
In-Kind Contributions				
ASBC Board of Directors administration (50 hours)		Confirmed	Jacob Earnshaw	asbc.president@gmail.com
Society manager administration (40 hr)	920.00	Confirmed	Jacob Earnshaw	asbc.president@gmail.com
D. Total In-Kind Contributions	\$ 920.00			
Waived Fees and Charges				
BC Science in Schools program (reimbursement for expenses, travel costs)		Confirmed	Friderike Moon	fmoon@scienceworld.ca
E. Total Waived Fees and Charges	\$ 0.00			
TOTAL PROGRAM FUNDING SOURCES (A+B+C+D+E)	\$ 5,570.00	Should equal Total Program Expenditures page 3		

Partial funding may be available. Will the project occur without full funding by the grant? ☒ Yes ☐ No

If you do not receive full funding, what is the impact to the organization and project or program. Please provide an explanation below. (500 characters max - do not add extra pages)

We are gathering funds for this project throughout BC. Currently \$1650 will be utilized throughout BC classrooms that apply (including some portion to Victoria). If we receive Strategic Grants funding we will focus \$3000 on the city of Victoria specifically and the remaining \$1650 on non-Victoria classrooms.

SECTION 8. PROJECT OR PROGRAM TIMELINE

To be eligible, projects or programs must be substantially completed within July 1 to the following June 30 each year.

Project or program dates From: July 1 To: March 15

Project or program location: City of Victoria elementary, secondary schools



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Project or program timeline and major milestones.

Date	Milestone
Dec 15th, 2020	complete 75% of presentations within city of victoria
March 15th, 2021	complete 100% of presentations within city of victoria.

SECTION 9. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 9 Total volunteer hours required: 50

Can the project or program occur without volunteer support? ☐ Yes ☒ No

SECTION 10. PUBLIC ACKNOWLEDGEMENT

All grant recipients are required to publicly acknowledge the grant. How does your organization plan on publicly acknowledging the City's funding support?

- ☒ Website
☐ Newspaper Advertisement
☒ Social Media
☒ Newsletter

- ☐ Sponsor Plaque
☒ Annual Report
☒ Other: Published Journal

SECTION 11. DECLARATION

I am an authorized signing officer of the organization and I certify that the information given in this application is correct. I agree to the following terms:

- The organization will be in compliance with all applicable municipal policies and bylaws
- The organization will publicly acknowledge the grant awarded by the City
- The organization is in good standing with either: (1) the Province of BC as a registered Society or (2) the Canada Revenue Agency as a registered Charity
- The organization is not in arrears with the City
- The organization is not in bankruptcy or seeking creditor protection
- The grant application meets all the eligibility requirements of the City's Grant Policy

Jacob Earnshaw Digitally signed by Jacob Earnshaw
Date: 2020.01.27 14:53:55 -08'00'

Signature

ASBC President

Position

Jacob Earnshaw

Name

January 27th, 2020.

Date