



1 Centennial Square
Victoria, BC V8W 1P6

E grants@victoria.ca

2015 Strategic Plan Grant Application Form

How to Apply:

1. Complete **Application Form** in its entirety and send to grants@victoria.ca

2. Assemble **Eligibility Documentation**

Attach the following *required* documentation to ensure eligibility and completion of the 2015 Grant Application Form.

- ☒ Society or Charity confirmation – Provide society number and Certificate of Good Standing or Charity Registration Number and CRA Canadian Registered Charities details page showing charity status as **registered**
- ☐ Annual Report and Financial Statements – organization's current filed documents with the Registrar of Companies as required by the BC Society Act

SECTION 1. CONTACT INFORMATION

Organization Name: Central Middle School PAC c/o SD61

Mailing Address: 1280 Fort Street, Victoria, BC, V8V3L2

Contact Person: Kathie Cross

Email: kcross@sd61.bc.ca (wk) Kathie@shaw.ca (hm)

Telephone: 250-386-3591 (wk) 250-888-9496 (cell)

Website: _____

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? ☐ Yes ☒ No

Society Registration Number: _____

Are you a registered Charity? ☒ Yes ☐ No

Charity Registration Number: 106799927RR0001

Organization mission/mandate

CMS PAC, in coordination with the school organization is committed to enhancing the academic achievement, social development, emotional wellbeing, and physical health of the students at Central. We work collaboratively to ensure that the students and community at Central have resources and opportunities that help them develop as optimally as possible.

Brief history and role in benefitting residents of Greater Victoria

Established in 1853, Central is the longest standing educational site east of Winnipeg and north of San Francisco. We have 540 students with 47% living in poverty. We serve the children of 2 socio-economic populations within the City – those from relative affluence and those from circumstances of poverty. We aim to develop each students potential to the best of their ability. We have a long history of working with aboriginal and immigrant students/families.

How many paid staff at organization? Full Time: 55 Part Time: 10

How many volunteer staff at organization? 40-50 Total volunteer hours: thousands!!

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$80,000

What other sources of funding do you receive and how is it used?

| Source | Total Funding | Use |
|-----------------------------|---------------|---|
| Grants specific to projects | | Enhancing playground facilities to promote health and wellbeing and to create a healthier school environment. |
| | | |
| | | |
| | | |
| | | |

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



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SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Naturalized Playspace

Brief description of the project or program and why the grant is needed.

Our Project is a rain garden and greening of our playground. We have the funding for Stage 1 of the project (Naturalized playground and a bike lane). Stage 2 is the planting of 27 large caliper trees and the establishing of a rain garden with various types of shrubs, grasses and sedges. The grant is needed to allow for the purchase and planting of the trees and plants for the rain garden.

Does this project or program impact public space? ☒ Yes ☐ No

Please select the Strategic Plan Objective that the project or program aligns with or supports (for further explanation of objectives, please read the full text of the Strategic Plan found at <http://www.victoria.ca/EN/main/city/corporate-strategic-plan.html>). Check off as many as is appropriate.

- | | |
|--|---|
| <input type="checkbox"/> Innovate and Lead | <input checked="" type="checkbox"/> Enhance and Steward Public Spaces, Green Spaces and Food Systems |
| <input type="checkbox"/> Engage and Empower the Community | <input type="checkbox"/> Complete a Multi-modal Active Transportation Network |
| <input checked="" type="checkbox"/> Strive for Excellence in Land Use | <input checked="" type="checkbox"/> Nurture Our Arts, Culture and Learning Capital Steward Water Systems and Waste Streams Responsibility |
| <input type="checkbox"/> Build Financial Capacity of the Organization | <input type="checkbox"/> Plan for Emergencies Including Climate Change Short and Long Term |
| <input type="checkbox"/> Create Prosperity through Economic Development | <input checked="" type="checkbox"/> Demonstrate Regional Leadership |
| <input type="checkbox"/> Make Victoria More Affordable | |
| <input checked="" type="checkbox"/> Facilitate Social Inclusion and Community Wellness | |

Explain in detail how this project or program will meet and support the City of Victoria's Strategic Plan Objectives.

The rain garden will allow us to manage water that accumulates on our paved area at the front of the school and which currently impacts on the safety of the bike corridor. The rain garden is a steward water system that keeps surface water on our property responsibly. With the 2 outdoor classroom spaces in this project, educating our students about the necessity and value of caring for our environment will become part of our everyday culture. The planting of 27 trees on our property enhances the naturalized playground – the purpose of which is to facilitate social inclusion and community wellness. This project aims to mitigate the negative impacts of stress and anxiety by increasing access to natural environments. The value of trees is well documented – they are essential for our physical and mental health. Currently our field has no trees in the area that children play and gather. It is crucial that we add trees to this environment to provide shade and to create a welcoming and inclusive environment that reflects the value system of our school. Because we are “central-ly” located, our grounds are well-used during non-school hours by the general community. We believe the addition of 27 trees creates an “urban forest” within the boundaries of the City of Victoria and that this will become a destination for many residents.

How many will benefit from the project or program? 15000

Percentage of Greater Victoria Residents? 1%

Who is your target audience? The naturalized playground is on the field at Central Middle School so our immediate target audience is the 540 students who attend the school. Of course, their families are directly impacted as they also access the facility. During non-school time the field is well utilized by teams and the general public continuously so we are considering the larger community in our vision of this project. Outside of school hours our field and playground is very popular with local families, sports teams and clubs.

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SECTION 5. PROJECT OR PROGRAM FINANCIAL INFORMATION

Please attach a detailed breakdown of all expenses for this application.

What is the project or program: Total Cost \$21,963.70 Amount Requested \$17,663.70

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 10%

How much is the organization contributing to this project or program? \$2000

Please indicate the funding sources for this application:

☐ Government funding

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

☒ Corporate sponsorships

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|------------------------|-----------|
| Toyota Evergreen | Lauren Roberts | 416-596-1495 (ext 310) | \$1200.00 |
| | | | |
| | | | |

☐ Matching funds

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

☐ In-Kind contributions

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

☐ Waived fees and charges

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

☒ Other

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------------------|--------------|-----------|
| Private donation | Anonymous (donors request) | | \$1100.00 |
| | | | |
| | | | |

Grand Total of Other Funding Sources \$ 2300.00

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.

We will plant all of the shrubs/grasses in the rain garden and as many trees that the funding will allow.



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SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: July 11, 2015 To: September 7, 2015

Project or program location: 1280 Fort Street, Victoria, BC, V8V3L2

Project or program timeline and major milestones.

| Date | Milestone |
|---------------------|--------------|
| July 11, 2015 | Excavation |
| July 13 – August 28 | Construction |
| Sept 7, 2015 | Opening |
| | |
| | |
| | |
| | |

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 25 Total volunteer hours required: 80

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

SECTION 8. 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?

- | | |
|--|--|
| <input checked="" type="checkbox"/> Website | <input type="checkbox"/> Newspaper Advertisement |
| <input type="checkbox"/> Social Media | <input checked="" type="checkbox"/> Newsletter |
| <input checked="" type="checkbox"/> Sponsor Plaque | <input type="checkbox"/> Annual Report |
| <input checked="" type="checkbox"/> Other <u>School sign</u> | |

SECTION 9. 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

Signature: Kathie Cross

Position: Youth & Family Counsellor

Name: Kathie Cross

Date: June 22, 2015

Canada Revenue Agency
Agence du revenu
du Canada

Canada

[Charities and Giving](#) > [Charities Listings](#) > [Search](#)

Canadian Registered Charities - Detail Page

The Charities Directorate has not necessarily verified the information provided by the Charity.

The Board of Education of School District No. 61 (Greater Victoria)

BN/Registration Number: 106799927RR0001
Charity Status: Registered
Effective Date of Status: 1985-07-01
Sanction: N/A
Language of Correspondence: English
Designation Description: Charitable Organization
Charity Type: Education
Category: Teaching Institutions or Institutions of Learning
Address: 556 BOLESKINE RD.
City: VICTORIA
Province/Territory/Other: BRITISH COLUMBIA
Country: CA
Postal Code/Zip Code: V8Z1E8
Charity Email Address: N/A
Charity Web site Address: WWW.SD61.BC.CA

Registered Charity Information Return: [T3010 Return](#)

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[New search](#)

Date Modified: 2013-06-26



200 -524 Culduthel Road
Victoria, BC, V8Z 1G1
p 250.412-2891

Natural Playground at Central Middle School

Planting costs, as per landscape drawings, May 28, 2015

Plants (Includes bed / pit preparation, planting, staking & mulch finish for nursery stock)

| TREES, SHRUBS, GRASSES AND SEDGES: | Qty. | Size | Unit Cost | Cost |
|------------------------------------|------|----------------|-----------|---------------------|
| Liquidambar styraciflua | 27 | 5.0cm cal, b&b | \$ 450.00 | \$ 12,150.00 |
| Carex obnupta | 26 | #1 pot | \$ 10.00 | \$ 260.00 |
| Cistus x pulverulentus 'Sunset' | 10 | #2 pot | \$ 20.00 | \$ 200.00 |
| Cornus sanguinea 'Midwinter Fire' | 9 | #1 pot | \$ 10.00 | \$ 90.00 |
| Iris sibirica | 6 | #1 pot | \$ 10.00 | \$ 60.00 |
| Juncus 'Carmen's Grey' | 18 | Sp3 | \$ 5.00 | \$ 90.00 |
| Lonicera pileata | 32 | #1 pot | \$ 10.00 | \$ 320.00 |
| Mahonia aquifolium | 4 | #2 pot | \$ 20.00 | \$ 80.00 |
| Miscanthus sinensis 'Adagio' | 7 | #1 pot | \$ 10.00 | \$ 70.00 |
| Spiraea japonica 'Little Princess' | 20 | #1 pot | \$ 10.00 | \$ 200.00 |
| Symphoricarpos alba | 44 | #1 pot | \$ 10.00 | \$ 440.00 |
| Sub-Total | | | | \$ 13,960.00 |

denotes native plants on Evergreen's List

| SOIL, MULCH, & GRASS: | Qty. | Units | Avg/unit cost | Cost |
|--|------|--------|---------------|--------------------|
| Growing Medium Planting Areas (300 mm Imported Growing Medium) | 79 | sq. m. | \$ 40.00 | \$ 3,160.00 |
| Growing Medium - Rain Garden (450 mm Imported Growing Medium) | 39 | sq. m. | \$ 50.00 | \$ 1,950.00 |
| Tree Mulch Rings (50 mm dep.) | 20 | sq. m. | \$ 6.50 | \$ 130.00 |
| Mulch Planted Areas (50 mm dep.) | 118 | sq. m. | \$ 6.50 | \$ 767.00 |
| Sub-Total | | | | \$ 6,007.00 |

| | | |
|---|-----------|------------------|
| SUBTOTAL | \$ | 19,967.00 |
| CONTINGENCY (10%) | \$ | 1,996.70 |
| Total Estimate for Onsite Landscaping: | \$ | 21,963.70 |

date: June 19,2014

prepared by Scott Murdoch, RLA

Central Middle School PAC
Income / Expense
For Year-Ended 8/31/14

| | |
|-----------------------|------------------|
| INCOME | |
| Fundraising Income | 12,807.91 |
| Gaming Income | 10,580.00 |
| Interest Income | 19.05 |
| TOTAL INCOME | 23,406.96 |
| EXPENSES | |
| Advertising | 55.45 |
| Bank Charge | 10.00 |
| Christmas Hampers | 944.70 |
| Enrichments | 1,125.00 |
| Field Trips | 2,684.88 |
| Fun Day | 602.70 |
| Fundraising | 6,041.62 |
| Library | 1,784.00 |
| Miscellaneous | 234.86 |
| Musical | 500.00 |
| PAC Admin | 65.07 |
| Staff Appreciation | 563.36 |
| Wishlist | 4,424.09 |
| TOTAL EXPENSES | 19,035.73 |
| OVERALL TOTAL | 4,371.23 |