



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.

- X 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: Ecole Margaret Jenkins School Parent Advisory Committee and School District 61

Mailing Address: 1824 Fairfield Rd., Victoria, BC V8S 4G8

Contact Person: Anne Tomin, PAC Chair Email: anne_tomin@hotmail.com

Telephone: 1-250-803-2308 Website: margaretjenkins.sd61.bc.ca

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? Yes ☐ No ☒ Society Registration Number: _____

Are you a registered Charity? X Yes ☒ No ☐ Charity Registration Number: 10679 9927 RR0001 _____

Organization mission/mandate

Our PAC's mission is to find ways in which parents at EMJS can partner with teachers and staff to create the best possible learning environment for everyone involved. Our goal is to support the school with fun, educational, active, and inspiring projects that allow our children to engage and flourish.

The Greater Victoria School District is committed to each student's success in learning within a responsive and safe environment.

How many paid staff at organization? Full Time: none _____ Part Time: none _____

How many volunteer staff at organization? Varies (5-10 on average) _____ Total volunteer hours: 3000 _____

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$ 84,000

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

Source	Total Funding	Use
Federal Government		
Provincial Government	Gaming grant (approx. \$8000)	Yoga, Chess, Artist in residence, Literacy
City of Victoria		
Fee for Service		
School District #61		
Program Charges		
Donations and Fundraising	Approx. \$76,000	Science, Sports, Clubs, Fieldtrips, IT, etc.



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

2015 Strategic Plan Grant Application Form

Foundation grants		
Bank Interest		

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

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Margaret Jenkins Naturalized Playground and Outdoor Classroom

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

The proposed Naturalized Playground and Outdoor Classroom will provide opportunities for approximately 450 elementary school children and the surrounding community to explore, discover, play and learn.

A story stump circle is both an outdoor classroom and a walking balance game. There is sand to dig in, boulders to perch on, native plants to discover, water for experimenting. The space is enhanced with trees for shade and shelter, a sitting wall for socializing and storage boxes for shovels and tools. The project includes rebuilding our existing vegetable planter boxes to continue opportunities for our children to learn about growing their own food.

Project Benefits

Recent studies show that naturalization of school grounds can achieve the following benefits:

- an increase in creative, unstructured play
- increased ecological diversity which provides new learning and stewardship opportunities
- increased physical activity among a wider variety of students
- increased connectedness to the school by students, staff, and community

Source: BC Ministry of Education, Sustainable Schools Best Practices Guide (2010)

The success of this project will be measured by the number of small hands in the soil and sand, by the number of feet traipsing along logs, the leaves collected, the number of humming birds and butterflies witnessed, the seeds planted and seedlings nurtured, and lifetime connections made.

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.

- ☐ Innovate and Lead
- ☐ Engage and Empower the Community
- ☐ Strive for Excellence in Land Use
- ☐ Build Financial Capacity of the Organization
- ☐ Create Prosperity through Economic Development
- ☐ Make Victoria More Affordable

- ☒ **Facilitate Social Inclusion and Community Wellness**
- ☒ **Enhance and Steward Public Spaces, Green Spaces and Food Systems**

Complete a Multi-model Active Transportation Network

- ☒ **Nurture Our Arts, Culture and Learning Capital**
- ☐ Steward Water Systems and Waste Streams Responsibility
- ☐ Plan for Emergencies Including Climate Change Short and



1 Centennial Square
Victoria, BC V8W 1P6

E grants@victoria.ca

2015 Strategic Plan Grant Application Form

Long Term

☐ Demonstrate Regional Leadership

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

Enhance and Steward Public Spaces, Green Spaces and Food Systems

This project will provide, on existing grass turf, an outdoor classroom and creative learning place for both the elementary students at the school as well as the community at large. The project includes refurbishing an existing, but deteriorating set of raised planters that the teachers use to teach their kids about growing their own food and gardening.

Nurture Our Arts, Culture and Learning Capital

Our teachers want an option to teach outdoors, knowing additional learning benefits to this environment. We currently lack the space in which to do this successfully. This outdoor classroom will provide a vital opportunity for teaching, performance and conversation.

Facilitate Social Inclusion and Community Wellness

We see ourselves as a community school, and welcome neighbours to a new public gathering space for all ages.

An opportunity to strengthen relationships between the City and the School District

How many will benefit from the project or program? 2000 directly, 15000 for adding a new public playground

Percentage of Greater Victoria Residents? 15%

Who is your target audience? Approximately 450 Elementary School Kids, and their teachers, parents and staff who will benefit as well from the space. The surrounding community will also be welcomed to use this space as a playground/outdoor informal meeting place.

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 \$69,200 (approx.) Amount Requested \$22,000

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 0%

How much is the organization contributing to this project or program? \$43,000

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

☐ Matching funds

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



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

2015 Strategic Plan Grant Application Form

X In-Kind contributions

Organization Name	Contact Person	Phone Number	Amount
Parks and Recreation Foundation	Barbara Young	250-592-2439	\$2200.00
School District 61	Ross Walker	250-475-3212	\$2000-Garry Oak Logs
Don Mann Excavating	Steve Mann	250-479-8283	\$1000.00-Boulders+del

☐ Waived fees and charges

Organization Name	Contact Person	Phone Number	Amount

X Other

Organization Name	Contact Person	Phone Number	Amount
EMJS PAC	Anne Tomy	1-250-803-2308	\$43,000.00

Grand Total of Other Funding Sources \$48,200.00 _____

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.

There will be no impact to the organization. If full funding is not received, the outdoor classroom will not have the same capacity as it would have had with the sitting benches. The kids may not have the opportunity for water play. There will not be the same sense of place without the trees to create an outdoor shelter. The existing vegetable planters will likely need to be removed for safety reasons as they are old and in very poor repair.

SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: July 2015 To: December 2015

Project or program location: Ecole Margaret Jenkins School

Project or program timeline and major milestones.

Date	Milestone
July 2015	Phase One begins: sand pit, fi-bar, growing medium, Garry Oak logs and stump circle
August 2015	Phase Two begins if funding is received
September 2015	Trees and plants installed with irrigation and hose bib
October 2015	Planters reconstructed and storage boxes built
November 2015	Sitting Wall constructed
December 2015	Grand Opening Ceremony

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 3 Total volunteer hours required: 250

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

SECTION 8. PUBLIC ACKNOWLEDGEMENT



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

2015 Strategic Plan Grant Application Form

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

X Website

X Social Media

X Sponsor Plaque if desired

X Other Celebration event and press release

☐ Newspaper Advertisement

X Newsletter

Annual Report

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: _____

Position: PAC Chair

Name: Anne Tomy

Date: June 25, 2015

EMJS Naturalized Playground Budget

	Paid by PAC	Grants Received	Material Donations	Requested from the City	Total Budget
Phase 1 w/Bricklok, set fee	\$35,000.00				
Site fencing, set up					
Ground excavation					
Sand pit					
Supply and installation of story stump circle					
Boulders installed					
Growing medium for native plant areas					
Fi-Bar , wood edging					
Boulders donated and delivered-Donn Mann			\$1000.00		
Garry Oak trees-SD61			\$2000.00		
Landscape Architect	\$7000.00				
Phase 2					
Native Plants-Parks and Rec Found Victoria		\$2210.00			
Irrigation				\$3900.00	
Planter Boxes				\$1600.00	
Growing Medium				\$500.00	
Storage Box				\$500.00	
Sitting wall				\$11,000.00	
Trees				\$2000.00	
Wood chips in planter area				\$1000.00	
Additional Native Plants				\$1500.00	
Total	\$42000.00	\$2210.00	\$3000.00	\$22000.00	\$69210.00
	Note: We have fully funded Phase 1 and are beginning Construction this Summer. The majority of this money was raised selling hot dogs and through community events at the school.				