



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**
- ☐ X 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: Fernwood Neighbourhood Resource Group Society

Mailing Address: 1240 Gladstone Avenue

Contact Person: Shonna Bell

Email: shonna@fernwoodnrg.ca

Telephone: 250-381-1552 ext 107

Website: fernwoodnrg.ca

SECTION 2. ORGANIZATION INFORMATION

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

Society Registration Number: S-14959

Are you a registered Charity? ☒ Yes ☐ No

Charity Registration Number: 107380982 RR001

Organization mission/mandate

1. The purposes of the Society are:

- a) to provide, administer, and maintain a multi-use facility for the community of Fernwood;
- b) to provide childcare, parenting classes, programs for senior citizens, and a community garden for the benefit of the community of Fernwood;
- c) to provide and operate non-profit residential accommodation and incidental facilities for adult persons of low income; and
- d) to undertake activities ancillary and incidental to the attainment of the above purposes.

Brief history and role in benefitting residents of Greater Victoria

Fernwood NRG has been providing service to Fernwood in partnership with the City of Victoria since 1979. Fernwood NRG works to improve the quality of life for people living in the Fernwood community by providing recreation programming, building neighbourhood capacity, providing affordable housing and childcare, and managing a suite of properties and buildings including the Fernwood Community Centre.

How many paid staff at organization? Full Time: 20 Part Time: 15

How many volunteer staff at organization? 250 Total volunteer hours: 10,000+

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$ 1.595 million

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

Source	Total Funding	Use
Grants/Contracts	\$443,000	Support Prenatal Health and Nutrition, Family Resource Programs, Recreation programs and Rentals, Childcare
Childcare Fees	\$533,000	Fee for Service
Rentals	\$365,000	Affordable Housing, Commercial Space
Program Fees	\$168,000	Good Food Box, Other Program Revenue.
Donations/ Fundraising	\$80,000	Support administrative overhead and remaining program costs.



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

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Healthy Families

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

The Healthy Families Program consists of the Fernwood Family Dinner where Fernwood NRG provides a nutritionally balanced meal to families as well as one-on-one support from trained staff. Fernwood NRG has been running the family dinner since June 2013. In that time the number of participants has grown from 60 individuals (approximately 20 families) to 135 individuals (approximately 45 families). The increase can be attributed to a growing reputation with the families of George Jay Elementary School (with a majority of low income families) and local subsidized housing projects. The continual increase in participants has made the dinner difficult for Fernwood NRG to sustain. With financial support from City of Victoria, Fernwood NRG will be able to continue to provide a healthy meal to neighbourhood families, and a safe space for families with children to gather, build community, and receive support from qualified support workers as required.

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 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 type="checkbox"/> Strive for Excellence in Land Use | <input type="checkbox"/> Nurture Our Arts, Culture and Learning Capital |
| <input type="checkbox"/> Build Financial Capacity of the Organization | <input type="checkbox"/> Steward Water Systems and Waste Streams Responsibility |
| <input type="checkbox"/> Create Prosperity through Economic Development | <input type="checkbox"/> Plan for Emergencies Including Climate Change Short and Long Term |
| <input type="checkbox"/> Make Victoria More Affordable | <input type="checkbox"/> Demonstrate Regional Leadership |
| <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 Healthy Families Program enhances the quality of life of those families who are most at risk. The program reduces isolation in marginalized families by bringing them together which further creates an opportunity to provide support, a forum for discussion topics, and a place for staff to model parenting strategies. We believe that providing inclusive community space for families is the best way to support children in our community. Increased social and emotional skills for children are achieved through children and parents interacting in a group setting where there is opportunity to develop these skills. Increased support for children is achieved through resources provided to parents, assurance that parents' needs are met or referrals provided. Increased health and well-being is achieved through the provided meal and other food resources such as meal ideas and cooking skills. Enhanced parenting capacity is achieved through the activities provided which focus on providing ideas, options and strategies for parents to use outside of the group. Enhanced parenting capacity is also be achieved through the opportunity for parents to express their needs and concerns to staff and to other parents, and have their concerns addressed. We believe that parents who feel supported can in turn better support their children's development. As well, parents are encouraged to volunteer with meal preparation and washing up, helping to build a long-term connection to the Community Centre.

How many will benefit from the project or program? 5,000 visits Percentage of Greater Victoria Residents? 100%

Who is your target audience? Low income, marginalized families with children.



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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 \$27,000 _____ Amount Requested \$9,000 _____

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? \$10,000 _____

Please indicate the funding sources for this application:

- ☐ Government funding

Organization Name	Contact Person	Phone Number	Amount
Community Gaming Grant	John Mazure	250 387-1301	\$4,000

- ☐ Corporate sponsorships

Organization Name	Contact Person	Phone Number	Amount

- ☐ Matching funds

Organization Name	Contact Person	Phone Number	Amount

- ☐ In-Kind contributions

Organization Name	Contact Person	Phone Number	Amount
ColdStar Solutions Inc.	Jennifer Hawes	250-381-3399	\$4,000 (food donation)
Fernwood NRG	Lee Herrin	250-381-1552 ext 103	\$10,000 (organization staffing contribution)

- ☐ Waived fees and charges

Organization Name	Contact Person	Phone Number	Amount

- ☐ Other

Organization Name	Contact Person	Phone Number	Amount

Grand Total of Other Funding Sources \$18 000

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 have to limit the number of people who can attend each week, reducing the impact of the program.



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SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: June 2015 To: June 2016

Project or program location: Fernwood Community Centre

Project or program timeline and major milestones.

Date	Milestone
This program will occur every Monday except statutory holidays and during Christmas break and the Monday after FernFest.	We will host approximately 45 dinners in a 12 month period.

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 10 Total volunteer hours required: 1800

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?

☒ Website

☐ Newspaper Advertisement

☒ Social Media

☒ Newsletter- Village Vibe

☐ Sponsor Plaque

☒ Annual Report

☐ Other _____

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: EXECUTIVE DIRECTOR

Name: LEE HERRIN

Date: 26 JUN 2015

Fernwood Healthy Families Budget 2015/16

PROGRAM/PROJECT EXPENSES	In Kind	Amount Requested	Total Expense
Program Salaries & Benefits <ul style="list-style-type: none"> ▪ Program Coordinator ▪ Family Resource Worker ▪ Family Response Worker 	\$14,000 Fernwood NRG	\$0	\$14,000
Program Materials & Supplies <ul style="list-style-type: none"> ▪ Food ▪ Compostable Plates (until we complete our kitchen renovations to include better washing up facilities—in progress) ▪ Kitchen Supplies 	\$4,000 Cold Star	\$9,000 City of Victoria	\$13,000
Grand Total Expenses	\$18,000	\$9,000	\$27,000