



1 Centennial Square  
Victoria, BC V8W 1P6

E [grants@victoria.ca](mailto: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](mailto: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: James Bay New Horizons Society

Mailing Address: 234 Menzies St, Victoria, B.C. V8V 2G7

Contact Person: Sue Ann Gentry

Email: sueanngentry@gmail.com

Telephone: 250-386-3035 (Sue Ann Mobile 250-595-4806)

Website: http://www.jamesbaynewhorizons.ca

## SECTION 2. ORGANIZATION INFORMATION

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

Society Registration Number: BC Societies S-0011147

Are you a registered Charity? ☒ Yes ☐ No

Charity Registration Number: 118972728RR0001

### Organization mission/mandate:

To provide opportunities for individuals to lead more meaningful, active, healthy, and complete lives and to provide facilities that will assist in achieving and maintaining the desired objectives as follows: - Operating an Activity Centre in the James Bay area - Organizing activities in the fields of recreation, area beautification, area history, nutrition, travel, arts and crafts, social and community relations, culture and education - Providing advocacy for the needs of the members - Raising the necessary funds to accomplish the purpose of the society

### Brief history and role in benefitting residents of Greater Victoria

Established in 1974, our Society has served seniors in James Bay and local area by providing activities and programs to meet the needs of recreation, social and healthy living. We also offer support programs enabling seniors to stay in their own homes knowing that there is "extended family" looking out for them. We have about 600 members and partner with several organizations offering them meeting space. We also offer seniors in the community support programs such as Senior Reassurance and Sunday Suppers.

How many paid staff at organization? Full Time: 3

Part Time: Casual 1

How many volunteer staff at organization? 75+

Total volunteer hours: Equivalent to 11 FTE

## SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$275,000.00

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

Source	Total Funding	Use
BC Gov't	\$20,000	ASEL, Sr Reassurance, Sr Hub
City of Victoria (Core)	\$50,000	Staff wages
City of Victoria	\$26,000	Janitorial wage/supplies
United Way	\$15,000	Sunday Supper
Federal Gov't	\$4,000	Summer Student

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: **JBNH Pollinator & Honey Bee Gardens**

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

**As a recipient of one of last year's Neighbourhood Enhancement Matching Grants we were able to establish a thriving Pollinator Garden at the front of our Centre. In depth research about garden plants that offer maximum value to our native and non-native pollinators was developed into a growing document that is available to the community as a resource. The garden has been established as an organic garden with chosen plants, seeds and soil all neonicotinoid free. Partnering with Victoria High School we were able to enhance the garden with 2 benches built by the students. Honey bees, initially planned for the front garden have been established in an apiary at the side of the Centre and into Irving Park.**

**We would like to continue our established program by:**

- 1. Continuing to maintain and build both the garden and apiary sites focusing on local pollinator / edible landscaping**
- 2. Enhance learning opportunities both through on-site workshops with local schools and organizations, drop-in visits for the general public and further developing our educational presence / access via webcam and signage**
- 3. Continue collaboration efforts with Victoria High School woodworking students vocational program to explore the idea of student built bee-boxes for purchase by local beekeepers**
- 4. To hold a volunteer workshop day to capture the progress and future vision priorities for the project**
- 5. To visit Hives for Humanity in Vancouver for an on-site visit to their gardens in the Downtown Eastside to further our efforts to be inclusive and engage everyone in our communities.**
- 6. Bee-In Meeting @ James Bay New Horizons for a public introduction with our Apiarist, Chris Adams.**

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

- ☐ Food Systems
- ☐ Complete a Multi-modal 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 Long Term
- ☒ Demonstrate Regional Leadership

- ☒ Enhance and Steward Public Spaces, Green Spaces and

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

**This program will engage the James Bay community and Victoria at large by providing an opportunity for all citizens (young and old) to come together via the forum of nature, food and bio sustainability using bees and pollinators as a catalyst. Volunteers in both the Pollinator Garden and the Apiary are available at a grass roots level and accessible to build community, one exchange at a time. The partnership developed between our organization and Parks through this project demonstrates the willingness for City staff to commit with trust to the vision put forward with the pilot Pollinator & Bee Gardens Project. We are proud that this is the first apiary in a City of Victoria park.**

**People of all ages will be able to observe the bees (at their comfort level) and have access to knowledge about bees, the workings of a hive and the plants and flowers that they depend on, and our dependence on pollinators for a large percentage of our food supply. This program invites people into our organization through the gentle invitation of the garden and bees. Building on our meeting with Executive Director, Julia Common from Hives for Humanity in Vancouver, we would like to further investigate their program that engages homeless and street citizens with the intention of integration into our educational outreach.**

**We would like to further our efforts of planting pollinator friendly / edible landscapes by liaising with City of Victoria Park advisors. The creation of a coordinated network of pollinator corridors is also on our radar.**

**The hard work to start a viable pollinator garden and place an apiary in Irving Park has been a learning process for those involved in the project, and we are thrilled with it. We hope to continue the progress with more plantings along our property line and to eventually install the third hive.**



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How many will benefit from the project or program? 1000+ Percentage of Greater Victoria Residents? 100%

Who is your target audience? Community neighbours, children and adults of all ages and economic statuses who frequent or visit our facility or nearby Irving Park, pedestrians walking by JBNH, and those who want to create their own pollinator friendly gardens.





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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 \$ 21,600 Amount Requested \$ 5,000

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 12%

How much is the organization contributing to this project or program? \$13,600 in kind

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

☒ In-Kind contributions

Organization Name	Contact Person	Phone Number	Amount
James Bay New Horizons	Sue Ann Gentry	250-386-4432	\$ 3,000
James Bay New Horizons	Pollinator Garden Volunteers		\$ 10,000
James Bay New Horizons	Facility Donation		\$ 600

☒ Waived fees and charges

Organization Name	Contact Person	Phone Number	Amount
Apiarist	Chris Adams	778-677-2395	\$ 3,000

☐ Other

Organization Name	Contact Person	Phone Number	Amount

Grand Total of Other Funding Sources \$ 16,600

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.

**If we do not receive full funding, our program will continue but may remain at the status quo. We will not have the opportunity to extend the number of hives. We will plant what we can using donations from community members. We are hoping to plant more edibles, offering a variety of pollinator friendly garden alternatives.**



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## SECTION 6. PROJECT OR PROGRAM TIMELINE

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

Project or program location: JBNH Pollinator & Honey Bee Gardens

Project or program timeline and major milestones.

Date	Milestone
August 2015	Visioning workshop for Volunteers / Grant Writing for next cycle 2016
Sept 2015	Assess hives and prepare for winter / Winter plantings / Bee In / First Workshop
Oct	Second Workshop
Nov	Third Workshop
Dec	Fourth Workshop / Evaluation Meeting

## SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 10 Total volunteer hours required: 1,250

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  
☒ Social Media  
☒ Sponsor Plaque on Benches  
☒ Other: Signage at site(s)

☒ Other \_\_\_\_\_  
☒ Newspaper Advertisement  
☒ 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



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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: K. Dixon

Position: EXECUTIVE DIRECTOR

Name: KIM DIXON

Date: JUNE 24/15

**James Bay New Horizons Pollinator and Honey Bee Gardens****Budget - August – December 2015**

		\$	Total
<b>Apiary Supplies</b>			
Bee Jackets with built in veils	2	100	200
Bee Gloves for working with the hives	2	25	50
Fire Extinguisher (Safety issue when working with smoker)	1	75	75
Signage 1 Large / 2 Small	1	1,000	1,000
WebCam	1	300	300
Honorarium Apiarist	1	100	100
<b>Pollinator Garden</b>			
Mason Bees	1	50	50
Plants and bulbs for fall planting	1	500	500
Soil Enhancement	1	175	175
<b>Visioning Workshop for Volunteers</b>			
Facilitator	1	200	200
Refreshments & Lunch	1	100	100
Misc Supplies (Paper, pens, etc)	1	50	50
<b>Advertising</b>			
Announcements of Open House and Workshops	5	100	500
<b>Open House Bee-in</b>			
Public bee and pollinator plant Q&A forum – meet the bees – walk the gardens			
Honorarium Apiarist	1	100	100
Refreshments	1	100	100
<b>Educational Workshop Program Development</b>			
Sept – Dec work shopping (One per month)			
Honorarium Apiarist	4	50	200
Refreshments	4	50	200
Printed Material	4	50	200
<b>Outreach Program Investigation</b>			
OnSite Visit to Vancouver ~ Hives for Humanity Downtown Eastside Garden			
Vehicle (Round Trip on BC Ferries)	2	55.4	111
5 Representative (Round Trip on BC Ferries)	10	16.9	169
Mileage ~ 41 km James Bay to Swartz Bay 34.2 Tsawwassen to DES x 2	150.4	0.55	83
<b>Administration</b>			537
<b>Total</b>			<b>5,000</b>