



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: Oaklands Community Association

Mailing Address: 1 – 2827 Belmont Avenue, Victoria, BC V8R 4B2

Contact Person: Allieren Ward

Email: programs@oaklandscommunitycentre.com

Telephone: 250-370-9101

Website: www.oaklandscommunitycentre.com

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? ☒ Yes ☐ No Society Registration Number: S-0034168

Are you a registered Charity? ☒ Yes ☐ No Charity Registration Number: 882929946RR0001

Organization mission/mandate

Mission:

Strengthening the Oaklands community by providing programs, services and resources for its residents, businesses and visitors.

Mandate:

1. To establish and operate facilities to provide amenities that benefit the Oaklands neighbourhood;
2. To promote public education and awareness in the areas of family support, counselling, childcare, safety and health;
3. To assist residents of the Oaklands neighbourhood in improving their quality of life both as individuals and as a community;
4. To solicit, and acquire funds and other assistance and to accept donations, and real or personal property and to use such funds and donations in furtherance of the purposes of the Society.

Brief history and role in benefitting residents of Greater Victoria

Oaklands Community Association (OCA) opened the doors of the Oaklands Community Centre in 2000 and the Oaklands Neighbourhood House in 2010. Since then, countless people have walked through our doors to access programs in out-of-school care, preschool, recreation as well community events like our Sunset Markets. In this way, OCA has become the heart of the community. Our programs are developed in response to community interest and service needs. By offering a wide range of social, recreational and educational activities, OCA strives to promote social wellbeing and belonging.

How many paid staff at organization? Full Time: 11

Part Time: 34

How many volunteer staff at organization? 300

Total volunteer hours: 1800



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SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$1,139,824

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

Source	Total Funding	Use
Family Resource Grant	\$10,080	Playgroup program – wages
Child Care Operating Fund	Approx. \$5000/month	Operation of child care including wage, supplies
Telus/Coast Capital	\$23,660	Funding for Youth Leadership in Training program
Gaming Funds	\$79,696.17	Subsidize all rec programming, out-of-school care craft supplies, Centre staff wages

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

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Community Dinner and Games night / Youth Multisport

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

Oaklands Community Centre is proud to host a free community-centered evening the last Sunday of every month, from September through March. Our goal is to make our community guests dinner and enjoy the many games and toys we have for some family/neighbourly fun. This all-ages- welcome program provides terrific opportunities to meet and connect with neighbours, share a meal, and have some fun.

The City of Victoria Strategic Plan grant will ensure food is purchased for each meal that is healthy and enjoyable. The grant will also be used for the wage of the Community Dinner and Games night Facilitator for not only food prep and cooking of the meal, but planning and connections with families within the program.

Oaklands Community Centre would also be proud to host Youth Multisports – an opportunity for youth ages 12-16 to ditch traditional sports and take on new and exciting athletic adventures. In a six week period, two weeks will be spent learning sports and skills that aren't in a conventional gym class curriculum. From Dragon Boating to FROLF, youth will be instructed by qualified coaches to expand their knowledge of sports available in the Greater Victoria Area. In addition, youth will enjoy social time to make new friends.

The City of Victoria Strategic Plan Grant will augment the cost of the program, priced at \$30 for 6 weeks, and help with additional costs such as fuel for transport, wages for staff assigned and fees for sports accessed.

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"/> 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 type="checkbox"/> Facilitate Social Inclusion and Community Wellness | |
| <input type="checkbox"/> Enhance and Steward Public Spaces, Green Spaces and | |



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

Both programs proposed within this grant application strive to improve or enhance the quality of life of not only the families attending the community dinner but the youth attending multisport as well.

Ensuring a healthy meal, inclusive of all within the Oaklands community, fosters trust, strengthens our social fabric and enlivens family life. Youth off of the streets and away from risk are more likely to engage in activities to enhance their quality of life via interaction with other youth and participation in physical activity that occupies them. In addition, further to the outcome that identifies opportunities for accessible sports and fitness for adults and youth, the sports offered within multisport are not typically available to youth via school programming. By engaging their love of activity, the whimsical nature of a fictional game and the physical challenges of sports like Frolf and Ultimate, Oaklands hopes to offer multisport to not only enhance the life of youth in the Oaklands community but engage and foster them in their love of fitness.

How many will benefit from the project or program? 45 Percentage of Greater Victoria Residents? 1 %

Who is your target audience? Both programs are inclusive of all Oaklands residents but targeted families will be low income/single parent families and at-risk youth

PROJECT OR PROGRAM FINANCIAL INFORMATION

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

What is the project or program: Total Cost \$2053.00 Amount Requested \$2053.00

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 15 %

How much is the organization contributing to this project or program? \$1215

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
Oaklands Community Assoc.	Allieren Ward	250-370-9101	165



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☐ Waived fees and charges

Organization Name	Contact Person	Phone Number	Amount
Oaklands Community Centre	Sandy Robertson	250-370-9101	\$1050

☐ Other

Organization Name	Contact Person	Phone Number	Amount

Grand Total of Other Funding Sources \$1050

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.

Although we will endeavor to find alternate funding to augment any funding we receive for these programs, it remains at risk without full funding. Hosting potluck dinners at the Centre has demonstrated a need for inclusion of all in the Oaklands community.

SECTION 5. PROJECT OR PROGRAM TIMELINE

Project or program dates From: Sept 2015 To: March 2016

Project or program location: Oaklands Community Centre

Project or program timeline and major milestones.

Date	Milestone
August 1	Registration open via Class for multisport and dinners
August 17	Advertise Multisport and Community Dinner via social media, website and Centre sign
August 24	Schedule and organize Sept to Oct sports for multisport; begin meal planning for dinners
September 4	Ensure enough registrants for program to run; submit fees for Sept to Oct sport;
September 16	Contact Community Development Coordinator for volunteers for dinners
September 26	Check number of registrants; purchase groceries for dinner; organize games
September 27	First Community Dinner

SECTION 6. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 5 Total volunteer hours required: 35

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

SECTION 7. 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 type="checkbox"/> Website | <input type="checkbox"/> Newspaper Advertisement |
| <input type="checkbox"/> Social Media | <input type="checkbox"/> Newsletter |
| <input type="checkbox"/> Sponsor Plaque | <input type="checkbox"/> Annual Report |
| <input type="checkbox"/> Other _____ | |



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SECTION 8. 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: _____

Name: _____

Date: _____

Community Dinner and Games Night budget

Wage for facilitator	6 hours @ \$18/hr for 6 nights	\$	648
Food budget	6 nights @ &75	\$	450
Age appropriate toys/games		\$	100
Total		\$	1,198

Youth Multisport

Wage for Youth leader	2.5 hrs/night x 6 weeks @\$18/hr	\$	270	
Wage for Assistant Leader	2.5 hrs/night x 6 weeks @\$13/hr	\$	195	
Wage for Bus Driver	6 hrs x\$15/hr	\$	90	covered by OCA
Fuel		\$	75	covered by OCA
Sport costs:				
Dragon Boating		\$	240	
Quidditch		\$	150	
Frolf				free - 16 and younger
Ultimate				free - 16 and younger
Total		\$	<u>1,020</u>	
Admin Costs		\$	332.70	
Grand total		\$	2,551	