



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: Viva Youth Choirs Society of Victoria

Mailing Address: 1273 Fort St. Victoria BC V8V 3L4

Contact Person: Diane McWilliams - GM

Email: gm@vivavoices.ca

Telephone: 250.472.2655

Website: vivavoices.ca

SECTION 2. ORGANIZATION INFORMATION

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

Society Registration Number: S-32040

Are you a registered Charity? ☐ Yes ☒ No

Charity Registration Number: 85978 9737 RR0001

Organization mission/mandate

Viva exists to enrich the lives of the singers, their families and the community. Our youth are encouraged to attain musical excellence; develop commitment, confidence, and self-discipline; experience the beauty of folk and art music; and bring joy to themselves and to their audiences. Viva believes that music should be available to all children in all forms and that this "artistic nutrition" promotes health through its emotional and physical expression.

Brief history and role in benefitting residents of Greater Victoria

Since its founding in 1988, Viva has provided excellence in choral practice and numerous exciting performance opportunities using musical repertoire which inspires and empowers children in Victoria. These experiences promote the understanding of music and culture from around the world, increase confidence and citizenship amongst our singers and fulfill an overall need for excellence through a love of music. Skilled teachers continue to share their passion and knowledge from a wide range of personal experience.

How many paid staff at organization? Full Time: _____

Part Time: 4 _____

How many volunteer staff at organization? 10 _____

Total volunteer hours: +300 _____

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$54,550.00 for 2015/2016

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

Source	Total Funding	Use
BC Community Gaming Grant	10,000 (pending)	Conductors and Accompanists
CRD Arts Development	9,000 (pending)	Music arrangements and general manager
BC Arts Council	6,500 (pending)	Programs and workshops
Musical workshops	2,000 (pending)	Bursaries
Membership Dues, Fund raising, etc	15,800 (pending)	Performance, venue rentals, promotion, office etc

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: Personal Development for Youth through Musical, Choral and Instrumental Education

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

Through the universal language of music, Viva creates unique growth opportunities for youth in the areas of self-confidence, leadership, teamwork and community spirit. Through the eyes of inclusivity and collaboration we continue to discover and explore new opportunities for recruitment, repertoire, and performance. During each season, all levels of Viva Voices perform together in two main concerts. In addition, the ensembles attend a mandatory music workshop in each term; participate in school tours in District 61 to share their talents with other youth; engage in community outreach programs to connect with seniors in care facilities or to support civic events; and take part in combined performances with other arts organizations – both youth and adult choirs as well as instrumentalists – to become aware of a range of artistic expression.

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"/> (x) Innovate and Lead | <input type="checkbox"/> Enhance and Steward Public Spaces, Green Spaces and Food Systems |
| <input type="checkbox"/> (x) 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"/> (x) Nurture Our Arts, Culture and Learning Capital |
| <input type="checkbox"/> (x) Build Financial Capacity of the Organization | <input type="checkbox"/> Steward Water Systems and Waste Streams Responsibility |
| <input type="checkbox"/> (x) 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"/> (x) 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.

Our goals and strategic plan connect and integrate with many of the City of Victoria's objectives in the areas identified above, sharing in the idea that nurturing the Arts by engaging the Community will lead to Social Inclusion and Community Wellness. Youth who have had exposure to and experience in the Arts will enrich our social composition for future generations.

- Empower neighborhood residents, place makers and others to lead and implement projects. As a not for profit organization we rely on volunteers to make it all work. This provides leadership opportunities within the community as a whole and within the musical communities specifically.
- More youth are engaged in City programs, civic issues, and the broader community. (Ongoing) By providing bursaries where there is financial hardship we are able to open doors to more youth.
- Support for arts and culture is increased, inclusive and strategic.
- Improved relationship with nearby First Nations. (Ongoing) We focus on all forms of music from all cultures. Exploring the musical opportunities that arise from the traditions of our First Nations peoples in a natural inclusion of our vision.
- Economic Development. While small, the inclusive nature of our programs brings increased revenue opportunities for music teachers in our communities, conductors, music retail outlets, property / facility rental, recording studios and technicians, and much, much more.

How many will benefit from the project or program? Direct benefits to our Viva Youth, families, audiences, community members, indirect benefit to our audiences that total in the 10,000 - 12,000 when things like the Annual City Santa Parade is factored in.

Percentage of Greater Victoria 2-3 % _____ %



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Who is your target audience? Residents of Greater Victoria



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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 \$54,500. Amount Requested \$8,500. _____

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 17.6 _____ %

How much is the organization contributing to this project or program? \$19,875.00

Please indicate the funding sources for this application:

☐ Government funding

Organization Name	Contact Person	Phone Number	Amount
BC Community Gaming Grant		250.387.5311	10,000
CRD – Arts Development	James Lam	250.360.3000	9,000
BC Arts Council	Monique LacerteRoth	250.356.1718	6,500

☐ Corporate sponsorships

Organization Name	Contact Person	Phone Number	Amount
Thrifty Foods	Kyja Levitt	250.483.1715	1,000

☐ Matching funds

Organization Name	Contact Person	Phone Number	Amount

☐ In-Kind contributions

Organization Name	Contact Person	Phone Number	Amount
Red Barn Market	Russ Benwell	250.479.7920	75.00
Fairway Foods	Jennifer Loo	250.385.4814	100.00

☐ 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 \$ 26,675 _____

Partial funding may be available. Will the project occur without full funding by the grant? ☐ Yes 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 Viva Youth Voices does not receive full funding, the projects within the program which include the involvement of instrumentalists and the rental of various instruments and equipment will not be undertaken.



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SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: Aug. 15, 2015 To: August 15, 2016

Project or program location: Victoria

Project or program timeline and major milestones.

Date	Milestone
Aug 15, 2015	Preparation of members registration forms, organization of music, schedules, uniforms for singers, venue bookings, Facebook and website updates.
First week of September	Placement interviews and auditions
September 7, 2015	First rehearsal with all singers and instrumentalists
October 23, 2015	Provincial Pro-D Day Workshop – guest clinician
December, 2015	Tentative concert with “Tenors” at Royal or MacPherson, Sing-out at Elder Care Facilities
December 2015	Santa Parade
January 9, 2016	Winter Concert
April, 2016	Schools Tours, Greater Victoria Performance Arts Festival, Spring Concert, sing-out at Elder Care Facilities.
June 2016	Final concert
July and August 2016	Week-long summer camps

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 15 Total volunteer hours required: 600

Can the project or program occur without volunteer support? ☐ Yes ☐ No 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 type="checkbox"/> Website Yes | <input type="checkbox"/> Newspaper Advertisement |
| <input type="checkbox"/> Social Media Yes | <input type="checkbox"/> Newsletter Yes |
| <input type="checkbox"/> Sponsor Plaque | <input type="checkbox"/> Annual Report Yes |
| <input type="checkbox"/> Other <u>concert posters and programs</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



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Signature: Dola Dubé

Position: President

Name: Dola Dubé

Date: June 25, 2015

Viva Youth Choirs Society of Victoria
Operating Fund/Programme Budget
September 1, 2015 - August 31, 2016

**2015-2016
Proposed Budget**

Income

Donations/Grants	
BC Gaming	10,000.00
CRD Arts	9,000.00
City of Victoria	8,500.00
BC Arts Council	6,500.00
Donations - individual	450.00
Total Donations/Grants	\$ 34,450.00
 Event Income	
Concert sales	3,000.00
Music Workshops	2,000.00
Outreach to Elder Care Facilities	250.00
Total Event Income	\$ 5,250.00
Other Income	
Membership Dues	14,000.00
Bursaries & Promo discounts	-1,000.00
Riser Rentals	575.00
Fund-raising	1,000.00
Uniform Income	50.00
In-Kind	175.00
Total Other Income	14,800.00
Total Income	\$ 54,500.00

Expenses

Accompanist	3,200.00	
Choral workshop	900.00	
Conductors - 2 choral 1 instrumental	12,000.00	
Contract Music arrangement	4,000.00	
Dues and Subscriptions	260.00	
General Manager	8,000.00	admin. cost
In-Kind	175.00	
Instrumental sessional musician support	4,000.00	
Insurance	425.00	
Music library	1,500.00	
Music Equipment Rental	2,000.00	
Office expenses	1,600.00	admin. cost
Payroll Expenses	1,500.00	
Performance Expenses	2,000.00	
Promotional (incl. print advert.)	3,000.00	
Uniforms (costumes)	550.00	
Venue Rentals	2,000.00	
Victoria Foundation	390.00	
Audio Equipment	7,000.00	
Total Expenses	\$ 54,500.00	