



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: Fairfield Gonzales Community Association (FGCA)

Mailing Address: 1330 Fairfield Rd., Victoria, BC V8S 5J1

Contact Person: Vanya McDonell

Email: development@fairfieldcommunity.ca

Telephone: 250-382-4604 ext. 104

Website: www.fairfieldcommunity.ca

SECTION 2. ORGANIZATION INFORMATION

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

Society Registration Number: S-11840

Are you a registered Charity? X Yes ☐ No

Charity Registration Number: 128210259RR0001

Organization mission/mandate

Our mission is to enhance the quality of life in Fairfield and Gonzales by indentifying and acting on the needs of area residents.

Brief history and role in benefitting residents of Greater Victoria

The FGCA was formed in 1975 by a group of neighbours who wanted to have a say in how their neighbourhood developed. Since that time, we have grown into a large service organization, and are the second largest employer in our neighbourhood. We benefit over 20,000 users annually with services for all ages and abilities, from Parent and Tot drop-in and quality child care to recreation classes and community engagement initiatives. We contribute to our neighbourhood's strong identity and keep our services accessible to all regardless of age, ability, or income.

How many paid staff at organization? Full Time: 8

Part Time: 50

How many volunteer staff at organization? 90

Total volunteer hours: 3000

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$2,229,417.00

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

Source	Total Funding	Use
Federal Government	25,500	Family Programs (drop-in)
Provincial Government	274,567	Child Care program subsidy, wages for special needs care workers, parent education, Gaming funding for preschool and community programs
City of Victoria	120,400	Community Centre operating grant, custodial grant, neighbourhood development base grant, Youth outreach grant
Fee for Service	762,400	Used to run Out of School Care, camps, preschools, youth and recreation programs, promotion & admin for these programs



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School District #61	1,006,000	Contract for Youth and Family Counselors in schools. Partial subcontract to Quadra Village community centre
Donations and Fundraising	28,800	Support running of programs, some designated towards specific programs eg youth
Foundation grants – United Way	11,250	Youth leadership group
Bank Interest	500	General operations

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 Greenways Project

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

The proposed greenway will connect two existing active transportation corridors, the Gonzales-Chandler pathway and Irving Road. This will be achieved by formalizing and enhancing what is currently a natural greenway through the grounds of Ecole Margaret Jenkins Elementary School. Table 3 of the City of Victoria's 2003 Greenways Plan identifies this work as one of its Greenways implementation strategies. Also, the City's 2014 Bicycle Master Plan Network and the All Ages and Abilities Bike Routes include this section of greenway within their plans. The grant is needed to undertake the necessary steps to formalize the pathway using paving and landscaping. Of foremost importance is the safety of children on the school grounds, which will be improved by this project. Secondary benefits include greater community cohesion, inclusive placemaking on school grounds, and increased public health via active transportation. City of Victoria parks staff have been consulted and have indicated their alignment with the project.

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 checked="" type="checkbox"/> Enhance and Steward Public Spaces, Green Spaces and Food Systems |
| <input type="checkbox"/> Engage and Empower the Community | <input checked="" type="checkbox"/> Complete a Multi-model 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 | |



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

This project will meet and support **Objective 8: Enhance and Steward Public Spaces, Green Spaces and Food Systems** by enhancing school lands and facilities for community wellness and recreation. This is already a much-used corridor by school children and their families as well as the wider community. An intrinsic part of the Gonzales neighbourhood, Ecole Margaret Jenkins School will deepen its connection with residents by formalizing the link between the Chandler-Gonzales pathway and Irving Street. The partnership between the school, the school district, the community association, and the PAC demonstrates effective collaboration for shared purposes. Using playful painted designs, the pathway will contribute to placemaking in the Gonzales neighbourhood, adding to its unique character and acknowledging that this is a space for children and their families to enjoy and feel safe in.

The project will meet and support **Objective 9: Complete a Multi-modal Active Transportation Network** by completing a section that is designated as part of the 2014 Bicycle Master Plan Network and the All Ages and Abilities Bike Routes (see attached map). This project will complete a clear City of Victoria objective and will utilize community resources and partnerships to do so.

Multi-modal transportation corridors such as this contribute to public safety, quality of life, air quality, and placemaking in the city. The project will also increase safety for school children by providing a clearly demarcated space for active transportation, both for themselves and community members who are using the space. Margaret Jenkins students are already leaders in School District 61 for active transportation; this project will increase participation even further and set an excellent example for other schools in the district to follow.

How many will benefit from the project or program? 20,000 Percentage of Greater Victoria Residents? 25% %

Who is your target audience? Residents of Gonzales, students of Ecole Margaret Jenkins School and their families, any residents of neighbouring communities who use active transportation to access the beaches and parks of south 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 \$27,900 Amount Requested \$20,700

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 13%

How much is the organization contributing to this project or program? \$7200

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

X Matching funds

Organization Name	Contact Person	Phone Number	Amount
Fairfield Gonzales Community Association – Admin costs	Vanya McDonell	250-382-4604 x 104	\$2000

X In-Kind contributions

Organization Name	Contact Person	Phone Number	Amount
Volunteer intern architect	Carrie Smart	250-480-4802	10hrs @ \$40/hr=\$400
Unskilled volunteer hours Margaret Jenkins PAC	Anne Tomyon	250-381-7816	100 hrs @ \$15/hr=\$1500
Paint donation	Source unconfirmed – will solicit community partners		\$500
Paving/asphalt in-kind portion	Unconfirmed – in discussions with Island Asphalt		\$2500 - estimated
Plants for landscaping	Source unconfirmed – will solicit community & FGCA garden committee		\$300

☐ 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 \$7200

Partial funding may be available. Will the project occur without full funding by the grant? X Yes ☐ No



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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 receive partial funding, the project may be scaled back to fit the funding envelope. Auxiliary funding will be sought from organizations such as Recreation Foundation BC. If we do not receive any funding, the project will not proceed unless full funding is secured from another source. Amount of funding will not impact the organization in any substantial way, as operations will be scaled to fit the funding envelope, and we already have the administrative capacity in place to support this project.

SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: September 2015 To: November 2015

Project or program location: Ecole Margaret Jenkins School, 1824 Fairfield Rd.

Project or program timeline and major milestones.

Date	Milestone
August 1, 2015	Finalize plans for pathway, in consultation with paving company, SD 61, City Parks
September 1, 2015	Begin groundwork – move fence and replace
September 15, 2015	Excavate and grade where needed
September 22, 2015	Pave pathway
September 30, 2015	Volunteer painting begins, weather permitting
October 7, 2015	Concrete sitting wall installed
October 15, 2015	Landscaping installed
November, 2015	Celebration event

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 30 Total volunteer hours required: 110

Can the project or program occur without volunteer support? X 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?

- | | |
|--|---|
| <input checked="" type="checkbox"/> Website | <input type="checkbox"/> Newspaper Advertisement |
| <input checked="" type="checkbox"/> Social Media | <input checked="" type="checkbox"/> Newsletter |
| <input type="checkbox"/> Sponsor Plaque | <input checked="" type="checkbox"/> Annual Report |
| X Other <u>Celebration event and press release</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



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- 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: _____

A handwritten signature in black ink, appearing to read "Joan Kotarski", written over a horizontal line.

Position: Executive Director

Name: Joan Kotarski

Date: June 25, 2015

Margaret Jenkins Greenways Grant Budget

	Cash	In Kind
Ground prep, excavation and gravel	7500	
Asphalt and paving	5000	2500
Concrete sitting wall/barrier	3000	
Paint & painting supplies	1000	500
Fencing, fence relocation and alteration	2500	
Plants/landscaping	200	300
Volunteer labour - painting & coordination (100h @\$15)		1500
Volunteer labour - intern architect (10h @\$40)		400
FGCA admin costs	1500	2000
Totals	20700	7200
Project total	27900	
% match	26%	
% admin	13%	