



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: Umbrella Society for Addictions and Mental Health

Mailing Address: 901 Kings Road Victoria, BC V8T 1W5

Contact Person: Gordon Harper

Email: Gordon@umbrellasociety.ca

## SECTION 2. ORGANIZATION INFORMATION

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

Society Registration Number: S-42356

Are you a registered Charity? x Yes ☐ No

Charity Registration Number: BN 861867190 RR0001

Organization mission/mandate

Umbrella actively promotes understanding, acceptance and support for people affected by addiction and mental health issues through advocacy, education and other assistance.

Brief history and role in benefitting residents of Greater Victoria

Umbrella provides a range of timely supports to anyone for whom substance use has become a problem. We offer a no barrier program; accessible, inclusive and non-judgmental. Help is offered to everyone who seeks assistance, regardless of age, circumstance, background and any other demographic factor. Each year, Umbrella serves over 700 new clients seeking support for their own substance use, along with a significant number who first sought help during previous periods. Umbrella also helps family members

How many paid staff at organization? Full Time: 5 Part Time: 3

How many volunteer staff at organization? 2 Total volunteer hours: 8-12 hours weekly

## SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? Fiscal year ending December 31<sup>st</sup>, 2014, \$335,000

What other sources of funding do you receive and how is it used? Please see attached notes to budget

Source	Total Funding	Use
Island Health	\$82,000	Outreach Program (primarily wages, mileage)
United Way	\$85,000	Outreach Program (primarily wages, mileage)
BC Gaming	\$55,000	Outreach Program (primarily wages, mileage)
Children's Health Foundation	\$25,000	Outreach Program (primarily wages, mileage)
TELUS Community Fund	\$20,000	Outreach Program (primarily wages, mileage)



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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: Supportive Recovery Program

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

On April 1, 2015, Umbrella assumed operation of Foundation House, an eleven bed supportive recovery house for men, located in Victoria. One of the many challenges faced by people in early recovery is finding a safe and supportive environment in which to live. Housing costs are high in Greater Victoria, and there is a very real shortage of affordable housing, especially housing that is free from drug use, disruption and violence. One solution to this problem is supportive recovery housing, staffed to ensure that the residents remain safe and focused on their individual recovery journeys. Umbrella staff immediately identified improvements to the streetscape that would benefit the neighborhood, along with opportunities for learning and community connection. We plan to replace the utilitarian but damaged chain link fence with an attractive gated fence around the perimeter of the house, plant grass in the backyard, and build raised garden beds in which the residents can grow herbs and vegetables. It's important that the men become aware of food security issues as they plant, nurture, and eat food that they have grown with their own hands. Umbrella recognizes the importance of connection with people, nature and animals. Residents recently adopted an abused rescue dog from a high kill shelter; dog and men have helped each other to recover. Cali is now an integral part of the house and has bonded with residents, staff and the neighbours. We're amazed at the benefits from this connection, and wish to provide a grassed, fenced area for her.

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

☒ Enhance and Steward Public Spaces, Green Spaces and Food Systems

☒ Engage and Empower the Community

☐ Complete a Multi-modal Active Transportation Network

☐ Strive for Excellence in Land Use

☐ Nurture Our Arts, Culture and Learning Capital

☐ Build Financial Capacity of the Organization

☐ Steward Water Systems and Waste Streams Responsibility

☐ Create Prosperity through Economic Development

☐ Plan for Emergencies Including Climate Change Short and Long Term

☐ Make Victoria More Affordable

☐ Demonstrate Regional Leadership

☒ 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.

Engage and Empower the Community: At any given moment, 30 to 40% of Foundation House residents are First Nations. Residents live in a supportive communal environment, sharing chores, cooking and eating meals together. There is a sense of community and belonging among the men as they work toward a common goal: sobriety and recovery. The garden project would empower the residents and lead others toward beginning starting community gardens or food share systems. Facilitate Social Inclusion and Community Wellness: The improved streetscape will contribute to an increased sense of community. Therapeutic benefits of gardening are well known, and the garden project will enhance the quality of life and improve the health of house residents. Foundation House itself addresses, in some small way, issues of chronic homelessness faced by the City of Victoria. Enhance and Steward Public Spaces, Green Spaces and Food Systems: This project will achieve the stated objective of increased food cultivation on private land, and inspire others to increase green space and explore the potential of a community garden in the future.



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How many will benefit from the project or program? 11 residents at any given moment, up to 40 people annually

Percentage of Greater Victoria Residents? <1%

Who is your target audience? Men who are working hard to recover from substance use issues, neighbours, and the larger community

## 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 \$14,000 Amount Requested \$11,000

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 10%

How much is the organization contributing to this project or program? \$1600 plus staff time of an additional \$1400

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

X In-Kind contributions

Organization Name	Contact Person	Phone Number	Amount
Umbrella Society	Gordon Harper	250.217.0355	\$1400

☐ Waived fees and charges

Organization Name	Contact Person	Phone Number	Amount

X Other

Organization Name	Contact Person	Phone Number	Amount
Donations from generous community members	Gordon Harper	250.217.0355	\$1600

Grand Total of Other Funding Sources \$ 3000

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.

Depending upon the level of partial funding available, we would select elements of our project, as we would not be able to complete all of them.

## SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: August 1 To: August 31

Project or program location: 512 Cecelia Road – Foundation House

Project or program timeline and major milestones.

Date	Milestone
July 23	Receive grant notification
July 24-30	Measure, order and purchase supplies
August 1	Begin building fence and prepping grass area
August 15	Complete grass portion
August 16	Begin vegetable garden
August 31	Fence, garden and grass are all complete

## SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 11 Total volunteer hours required: 40

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?

- |  |   |
|--|---|
| <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 |
| <input type="checkbox"/> 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



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Signature: \_\_\_\_\_

*Gordon Harper*

Position: \_\_\_\_\_

*Executive Director*

Name: \_\_\_\_\_

*Gordon Harper*

Date: \_\_\_\_\_

*25 June 2015*

**Cost to Install a Wood Privacy Fence June 25<sup>th</sup> 2015****Wood Privacy Fence Installation with Garbage bin closure and gate.**250  
Linear  
Feet

Item	Quantity	High
<b>Wood Privacy Fencing Cost</b> Non-discounted retail cost for common, mid-grade wood fence. Quantity includes typical waste overage, sufficient material for future repairs and delivery within 25 miles	265 linear feet	<b>\$4,045.80</b>
<b>Wood Privacy Fencing Labor</b> Direct labor expenses to install wood privacy fence and garbage bin enclosed area with gate. Includes planning, job equipment and material acquisition, area preparation, setup and cleanup and removal and disposing of the old fence.	65.8 hrs	<b>\$2,529.90</b>
<b>Wood Privacy Fencing Job Materials and Supplies</b> Cost of supplies that may be required to install wood privacy fence including: fasteners, post concrete and connectors.	250 linear feet	<b>\$392.38</b>
<b>Wood Privacy Fencing Equipment Allowance</b> Job related costs of specialty equipment used for job quality and efficiency, including: 8" diameter post hole auger, 12" miter saw, pneumatic nailer and portable concrete mixer.		<b>\$100.50</b>
<b>Totals - Cost to Install Wood Privacy Fence - 250 linear feet</b>		<b>\$7,068.58</b>
<b>Average Cost Per Linear Foot</b>		<b>\$28.27</b>

## **Estimate for 4 raised Vegetable Garden Beds**

1- Raised Cedar Garden Beds with Trellis: 34"x95"x80" - 10"D Lumber, screws and wiring \$450.00

4 Raised Garden Beds @ \$450.00 = \$1800.00

4 Yards of 50/50 Mix Screened Topsoil & Organic Compost = \$ 274.05

Cost of assorted vegetables planted \$435.00

- Tomatoes—5 plants staked
- Zucchini squash—4 plants
- Peppers—6 plants
- Cabbage
- Bush beans
- Lettuce, leaf and/or Bibb
- Beets
- Carrots
- Chard
- Radishes
- Corn
- Beans
- Marigolds to discourage rabbits!

16 hours of labor @ \$28.00 x 2 per hour = \$896.00

Delivery = \$138.00

Total including materials, labour and delivery = \$3543.05

Item	Quantity	
<b>Sod Cost</b>	548 square feet	<b>\$335.16</b>
Non-discounted retail cost for common, mid-grade lawn sod. Quantity includes typical waste overage, sufficient material for future repairs and delivery within 25 miles		
<b>Sod Labor</b>	13.7 hrs	<b>\$1,203.85</b>
Direct labor expenses to install sod. Includes planning, job equipment and material acquisition, area preparation, setup and cleanup.		
<b>Sod Job Materials and Supplies</b>	500 square feet	<b>\$22.61</b>
Cost of supplies that may be required to install sod including: soil amendments and planting fertilizers.		
<b>Sod Equipment Allowance</b>		<b>\$58.50</b>
Job related costs of specialty equipment used for job quality and efficiency, including: power rototiller, walk behind sod roller, landscaping rake, and wheel barrow(s)..		
<hr/>		
<b>Totals - Cost to Install Sod - 500 square feet</b>		<b>\$1,620.12</b>
<b>Average Cost Per Square Foot</b>		<b>\$2.95</b>