



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: Downtown Blanshard Advisory Committee – Quadra Village Community Centre
Mailing Address: 901 Kings Rd, Victoria BC V8T 1W5
Contact Person: Kelly Greenwell Email: kelly@quadravillagecc.com
Telephone: 250 388 7696 Website: www.quadravillagecc.com

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? ☒ Yes ☐ No Society Registration Number: S-0010895
Are you a registered Charity? ☒ Yes ☐ No Charity Registration Number: 101476083RR0001

Organization mission/mandate

The mission of Quadra Village Community Centre is to work together to nurture community well-being by providing services and programs to meet social, educational, health, employment, environmental and recreational needs of people in Hillside-Quadra (and surrounding neighbourhoods) in a safe and welcoming environment.

Brief history and role in benefitting residents of Greater Victoria

QVCC is an inter-generational community centre, community social service agency and neighbourhood association. Our Centre is located directly across from the largest concentrated low income housing development in Greater Victoria and in the heart of a low-income, high-density, inner-city area of Victoria. These ingredients serve to create a community where exposure to risk factors such as family violence, mental health challenges, addiction and poverty are all too common for children, youth, families and the rest of the community. Since the early 1970s it has been our purpose to meet the challenging and changing needs of the community with sound preventative and responsive program planning, partnering and implementation. Addressing a lack of opportunity for low income children and youth is a key focus for our organization. As well, we build neighbourhood and community capacity to help our local area be resilient and thrive. Our work as an organization has been key to the stabilization and progress evident in the continuing evolution of our neighbourhood. We are critical to the success of Quadra Village Day and have played a key role in numerous neighbourhood improvement issues such as traffic calming and associated in improvements in Quadra Village.

How many paid staff at organization? Full Time: 16 Part Time: 18
How many volunteer staff at organization? 251 Total volunteer hours: 6618

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$956,378

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

Source	Total Funding	Use
School District 61	395,611	-Youth and Family Counsellors' service delivery at Quadra, Cloverdale, Oaklands, Cedar Hill, SJ Willis, Vic High and Reynolds Schools.
Provincial Grants and Subsidies	229,495	-Family Resource Programs and Outreach to Children, Youth and Families -Subsidies for Childcare Operation and Parent

2015 Strategic Plan Grant Application Form

		Fees -Community Support Program
Federal Grants	28,104	-Programs and Outreach to Young Children and Families -Summer Camp for 5 to 12 year olds
United Way	75,600	-Youth Program and Food Distribution
Misc Grants	43,000	-Girls Group, Youth Recreation, Food Skills, Youth Social Justice etc
Fundraising and Donations	42,915	-Coordination, Bursaries, Program Funds -Maintenance
Program Fees and Rent	50,2333	-Childcare, Camp and Coordination Staff -Maintenance
Service Clubs	7,500	-Support Programs
One to One Childcare Reimbursement	4126	-One to One Childcare Staff

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

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Quadra Village Banners Project (QVB)

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

In partnership with the Ecole Quadra Elementary (on the occasion of their 100th anniversary) the Quadra Village Banners Committee has worked extensively to develop a plan to replace the main season banners in Quadra Village (which are worn out) and implement a plan for continued installation of the main season banners and winter season gateway entrance features.

Grade 4 and 5 students at Quadra Elementary created paintings as part of an art project and these banners were reviewed for an initial screening by the Quadra Village Banner Committee. This committee has assembled a jury (consisting of a local business woman, a school trustee, a school volunteer and Shellie Gudgeon) to judge the eventual images for the banners. 2 to 5 banners will be selected and a graphic artist, has volunteered to do all the editing and setup that will be needed before having the banners created.

This project has been presented to QVCC's Hillside-Quadra Neighbourhood Action Group committee and the feedback was very positive. We have attached (with this application) the type of images that the jury will be reviewing for consideration.

The banners we are seeking funding for will ensure that we have a supply of banners that will last 6 years. The installation is an ongoing expense that we do not have any sponsorship for. This application's includes a one year cycle of installation.

The banners and the winter season gateway entrance features help welcome residents and visitors alike to Quadra Village and Hillside-Quadra as a whole. They brighten village life and help contribute to the sense of neighbourhood pride that we have worked hard to build in Hillside-Quadra.



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2015 Strategic Plan Grant Application Form

Does this project or program impact public space? ☒ Yes ☐ No : Teen Centre and Kitchen Facility Renovations at QVCC

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

- ☒ **Enhance and Steward Public Spaces, Green Spaces and 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

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

The Quadra Village Banner Project (QVB) provides the opportunity for active residents who take pride in Hillside-Quadra to create a solution for maintaining and beautifying Quadra Village. By reaching out to Ecole Quadra Elementary students and honoring their artistic contributions the Committee has taken important steps to honour the artistic contributions of youth which will ultimately lead to the artistic contributions of children brightening Quadra Village.

Enhance and Steward Public Spaces

QVB will foster provide through renewing banners that are locally designed by elementary school aged children in Quadra Village and keeping up with their installation.

Nurture Our Arts, Culture and Learning Capital

QVB engages and honours elementary school aged artists and will ultimately show young people that there is importance to their contributions along with a feeling of community pride. This will be done by utilizing banners that are directly made from their designs and displaying them as banners in Quadra Village.

How many will benefit from the project or program? 50-100 Percentage of Greater Victoria Residents? 100%

Who is your target audience? Youth between the ages of 13-19 especially those living in poverty and contending with various barriers in Hillside-Quadra and surrounding neighborhoods



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2015 Strategic Plan Grant Application Form

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 **\$9945.70** (includes volunteer valuation) Amount Requested **\$5460**

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 0%

How much is the organization contributing to this project or program? **\$3,487.50** (includes volunteer valuation)

Please indicate the funding sources for this application:

☒ Matching funds

Organization Name	Contact Person	Phone Number	Amount
Quadra Village Community Centre	Kelly Greenwell	250 388 7696	\$1000

☒ In-Kind contributions

Organization Name	Contact Person	Phone Number	Amount
QVCC Gateway Banner Committee	Jennifer Ferris	250 818 3389	\$2485.70 (Volunteers including committee, jury and designer)

☐ 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 **\$3 485.70**

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 partial funding is received we would have to continue to seek partnerships to install or sponsor the installation of the banners. If we were unsuccessful with that aspect QVCC would have to provide cash funding which strains resources that could reduce the degree of service that we deliver as an organization. Alternatively we would not be able to order any banners that can be used to replace banners after typical wear and tear



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2015 Strategic Plan Grant Application Form

SECTION 6. PROJECT OR PROGRAM TIMELINE

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

Project or program location: Quadra Village

Project or program timeline and major milestones.

Date	Milestone
July/August 2015	Have jury meet, review and decide on the banners
August/September 2015	Have graphic artist finalize the banners and have committee make the order
September 2015	Advise students of their success and install new banners
Late November	Take down banners and install holiday seasonal gateway installations
March 2016	Take down holiday seasonal gateway installations

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 8 (plus students who completed artwork)

Total volunteer hours required: 110 (does not include student artists)

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 | ☒ Newsletter |
| ☒ Social Media | ☒ Annual Report |
| ☐ Sponsor Plaque | |
| ☐ Other _____ | |
| ☐ Newspaper Advertisement | |

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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2015 Strategic Plan Grant Application Form

Signature: _____

A handwritten signature in blue ink, appearing to read 'Kelly Greenwell', written over a horizontal line.

Position: Executive Director

Name: Kelly Greenwell

Date: June 26, 2015