

Appendix E – Strategic Plan Grant Applications that Impact Public Space

| Organization Name | Total Requested Dollars |
|---|-------------------------|
| Island Transformations.Org Educational Society | \$1,900 |
| Downtown Blanshard Advisory Committee-Quadra Village Community Centre | 5,460 |
| Victoria Conservatory of Music | 10,000 |
| James Bay Neighbourhood Association | 850 |
| Fairfield Gonzales Community Association | 20,700 |
| Cook Street Village Activity Centre Society | 3,640 |
| Total (6 Applications) | <u>\$ 42,550</u> |



1 Centennial Square
Victoria, BC V8W 1P6

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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: IslandTransformations.Org Educational Society

Mailing Address: 435 Kipling Street, Victoria, B.C. V8S 3J9

Contact Person: Gerry Howell Jones Email: ghowellj@telus.net

Telephone: 250-383-2501 Website: islandtransformations.org

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? Yes No Society Registration Number: S-0045923

Are you a registered Charity? Yes No Charity Registration Number: n/a

Organization mission/mandate

- Work for sustainable solutions to community concerns on or adjacent to Vancouver Island, and
- Act as a catalyst for activities that help provide 1) an enhanced quality of life that ensures a sustainable, healthy safe environment and 2) a sustainable economy that encourages prosperity for all and enhances human dignity

Brief history and role in benefitting residents of Greater Victoria

- Researched & published *The Light Rail Economic Opportunity Study* in 2002; subsequently made presentations on findings to about 50 Greater Victoria organizations.
- Organized The Malahat Coalition (promoting alternatives to highway expansion) and Cool Capital Coalition (challenging all CRD municipalities to create *Climate Protection Actions Plans* to cut greenhouse gas emissions); supported the Cool Colwood initiative.
- Continuing to mount displays at various venues throughout the CRD on rail based integrated transportation & renewable energy.
- Continuing to produce weekly web based newsletter focusing on sustainable transportation, integrated planning and renewable energy.

How many paid staff at organization? Full Time: Nil Part Time: Nil

How many volunteer staff at organization? Nil Total volunteer hours: More than 800 hours annually

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? Basic budget of \$300, supplemented by project grants & honariums _____

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

| Source | Total Funding | Use |
|----------------|---------------|----------------------------------|
| Memberships | \$300 | Room rentals & display materials |
| Project grants | Vary annually | Project costs |



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| | | |
|----------------------------------|---------------|-------------------|
| Student presentation honorariums | Vary annually | Room rental costs |
| | | |
| | | |

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

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Ivy Place Right-of-Way Enhancement

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

The Ivy Place Right-of-Way in Oaklands is a steep hillside covered in vegetation, including a significant camas field and large Garry Oaks. With no defined use, and not used for vehicles, it has become an interesting rambling walking pathway for the locals, including children going to school and mediation walks, and as a walking connector. However, it remains a "secret" pathway to the general neighbourhood due to its hidden entranceways and unmaintained appearance.

This project will establish a well-defined pedestrian walkway at the Ivy Place Right-of-Way while enhancing the endangered Garry Oak ecosystem and addressing water considerations. Neighbours, school kids and local community, together in a collaborative effort with the City and environmental organizations will pool their resources to plan, remove invasive plants, plant new native shrubs and flowers, and improve the entranceways. The project will provide education on natural areas and lessons learned through walks, workshops/work parties, and the project report.

The grant is needed 1) to help provide focus to the project involving a wide range of participants: the City, neighbours, school kids, environmental groups, and the local community and 2) to provide key funding for plants, pathway material, signage and a watering tap.

The best time to plant native plants is in November/December, and therefore this project can be completed by year end versus other natural area projects in which main planting season is usually spring. This also means that the results and final report of this project can be quite useful as an early example for other projects throughout Victoria, and for the City to evaluate the suitability of the new granting process.

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
- 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.

Innovate and Lead: Working collaboratively with the City, local community and environmental/natural area organizations, this project will help provide the principles for 1) establishing a Greenways advisory committee and 2) the enhancement of natural



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areas within what is already public space.

Engage and Empower the Community: This project will show how local residents can work proactively together to enhance their unique area, which in this case is the ambience and pedestrian connectivity of the Ivy Place Right-of-Way. This project builds upon Edmonton's Great Neighbourhood initiative in which a key element is "working with residents and supporting their efforts to create the place they want their neighbourhoods to be". The topography of the Ivy Place Right-of-Way naturally lends itself to walking only, which makes it an ideal candidate to support walking programs such as "Walk On, Victoria".

Strive for Excellence in Planning and Land Use: An on-going discussion and debate in Victoria is how to manage and define the use of the large number of ill-defined road Right-of-Ways. Driven by placemaking principles, this project will focus on one of those Right-of-Ways, Ivy Place, with a goal to enhancing it and the local surrounding area, and as a connector to local urban village (Hillside Centre) and public transportation.

Build the Financial Capacity of the Organization: This project will provide an opportunity to explore how pedestrian walkways in natural areas can enhance the neighbouring properties in value, quality and usability.

Create Prosperity Through Economic Development: Economic development in Victoria is often focused on the downtown hub, yet the outlying neighborhoods also have enormous potential for both building economic growth and diversifying. The area surrounding Ivy Place has already seen an early indication of the growth potential of economy and local jobs by having natural areas and Greenways as prominent features; this project will build upon that foundation and encourage this emerging trend.

Make Victoria More Affordable: Too often "more affordable" necessitates that natural areas are first to be sacrificed; but that need not be the case here. The Ivy Place "Right-of-Way" and surrounding area provides the opportunity through cooperative and smart planning to protect and enhance the natural areas at the same time as providing affordable housing through, for example, appropriate use of garden suites. Also see objective below, "Facilitate Social Inclusion and Community Wellness".

Facilitate Social Inclusion and Community Wellness: One successful way of promoting community wellness in a bustling city is to provide some significant natural pockets in the local neighbourhood so that residents, including school children, can immerse themselves in the natural experience not only more frequently but also without having to travel long distances. This ensures more equal access to natural areas for those on limited incomes that cannot afford and would not otherwise be able to travel to intriguing, natural-oriented destinations outside the city.

Enhance and Steward Public Spaces, Green Spaces and Food Systems: The most important objective that this project addresses is to enhance a public space, which happens to already be a green space. This project can provide valuable "hands-on" input into the Parks Master Plan, will enhance the native Garry Oak ecosystem, and improve connectivity for the ecosystem corridor to Summit Park. Many native plants are edible and indeed were important food sources for native peoples. They have the advantage of requiring much less watering, or perhaps none, after they have been established (especially important in terms of conserving valuable water resources, something that will only become more critical as we see the effects of Climate Change).

Complete a Multi-Modal and Active Transportation Network: The focus of this project is to provide an intriguing walking experience with connectivity. It is already used quite extensively by residents of the local neighbourhood, but needs improvements, particularly at the entranceways in order to tie it in and identify it as part of a recognizable pedestrian transportation network to the local urban village, (Hillside Centre), public transportation and another important 2015 Greenway connector, the Doncaster pathway which is scheduled by the City of Victoria for improvement in Summer 2015. The project could also provide an early "pilot" for the "No Exit for Motor Vehicles" signage program planned by the City of Victoria.

Nurture Our Arts, Culture and Learning Capital: The arts and culture partners, local schools and daycares will be engaged through the educational walks focused on native natural areas and involvement in planting work parties.

Steward Water Systems and Waste Stream Responsibly: The Ivy Place "Right-of-Way" is on the edge of the Bowker Creek watershed. This project will highlight the importance of Bowker Creek and implement measures to handle water drainage issues. The project is also on top of a hill, so it will also focus on water retention techniques to reduce strain and issues downhill.

Plan for Emergencies Including Climate Change Short and Long-Term: While it is recognized that this objective is focused on dealing with emergencies, one possible cause of such emergencies is noted as "Climate Change". The Ivy Place Right-of-Way project addresses Climate Change in many ways, which helps reduce the need for such emergencies, particularly if replicated in other areas. This is accomplished: by enhancing the non-motorized transportation, reducing the need for vehicular traffic; by providing an intriguing local natural attraction, more people will spend their time in the area rather than driving to more distant destinations; by establishing a strong pool of native plants which are arguably more resilient to Climate Change effects.

Demonstrate Regional Leadership: While it is recognized that this objective is focused on amalgamation, the title is "Demonstrate Regional Leadership" and in that regard, this project can show leadership. As noted in the above objectives, this project shows regional leadership by: empowering the community, effective and appropriate use of Right-of-Ways, incorporation of natural areas and pedestrian Greenways, community wellness, Bowker Creek awareness, and addressing Climate Change.

How many will benefit from the project or program? Oaklands and surrounding area

Percentage of Greater Victoria Residents? n/a%

Who is your target audience? local community and residents, walkers, schools, daycares, workers



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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 \$ 3850 Amount Requested \$ 1900

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? \$ 1950 (through volunteers, see below)

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 |
|-------------------|----------------|--------------|--------|
| | | | |
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- Matching funds

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

- In-Kind contributions

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|----------------|--------|
| Volunteers | Clare Thomas | (778) 679-8940 | \$1950 |
| | | | |
| | | | |

- Waived fees and charges

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
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- Other

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
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Grand Total of Other Funding Sources \$ 1950

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.

Without funding, the project would not have the plant or path material to work with, and so the project would not be able to proceed.



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SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: July 24, 2015 To: December 31, 2015

Project or program location: Ivy Place Right of Way Enhancement

Project or program timeline and major milestones.

| Date – Start to (Milestone) | Activity (Milestone) |
|-----------------------------|---|
| Jul 2015 to (Oct 2015) | Develop detailed ecosystem plan covering planting, pathway, maintenance, drainage aspects, including watershed protection for Bowker Creek (Plan completed) |
| Jul 2015 to (Oct 2015) | Research plant inventory and develop mapping (Inventory/map document complete) |
| Jul 2015 to (Dec 2015) | Develop project report document as the project evolves, with significant findings and observations (Final report document completed) |
| Aug 2015 to (Dec 2015) | Remove invasive plants (Ongoing) |
| Sep 2015 to (Dec 2015) | Determine location of directional signs in neighbouring area (Signs erected) |
| Sep 2015 to (Dec 2015) | Design entranceways to increase visibility and engage local community (Entranceways installed) |
| Sep 2015 to (Dec 2015) | Implement water retention, drainage, soil erosion measures (Measures completed) |
| Nov 2015 to (Dec 2015) | Plant native shrubs and flowers (Planted) |
| Nov 2015 to (Dec 2015) | Enhance pathway surface (Upgraded surface) |
| Dec 2015 to (Dec 2015) | Update Native Ecosystem Corridor plan (Plan completed) |

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 8 Total volunteer hours required: 130

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

SECTION 8. PUBLIC ACKNOWLEDGEMENT

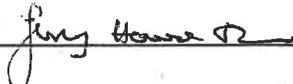
All grant recipients are required to publicly acknowledge the grant. How does your organization plan on publicly acknowledging the City's funding support?

- Website Newspaper Advertisement
 Social Media Newsletter
 Sponsor Plaque Annual Report
 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

Signature: 

Position: Secretary

Name: Gerry Howell Jones

Date: June 25, 2015

**Ivy Place Right-of-Way Enhancement
2015 Budget**

| Expense Item | City funded | Other Sources | Total |
|---------------------|--------------------|----------------------|-------------------|
| Volunteer Labour | | \$1,950.00 | \$1,950.00 |
| Native Plants | \$900.00 | | \$900.00 |
| Directional Signs | \$550.00 | | \$550.00 |
| Path material | \$200.00 | | \$200.00 |
| Watering tap | \$250.00 | | \$250.00 |
| TOTAL | \$1,900.00 | \$1,950.00 | \$3,850.00 |



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- 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 |



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| | | |
|------------------------------------|---------|---|
| | | 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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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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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? **\$3,4875** ((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 |
|-------------------|----------------|--------------|--------|
| | | | |
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| | | | |

Other

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

Grand Total of Other Funding Sources \$3 485.7

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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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?

- | | |
|--|---|
| <input checked="" type="checkbox"/> Website | <input checked="" type="checkbox"/> Newsletter |
| <input checked="" type="checkbox"/> Social Media | <input checked="" type="checkbox"/> Annual Report |
| <input type="checkbox"/> Sponsor Plaque | |
| <input type="checkbox"/> Other _____ | |
| <input type="checkbox"/> 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: 

Position: Executive Director

Name: Kelly Greenwell

Date: June 26, 2015

Quadra Village Banners Project
Budget
Submitted June 2015

| Expense | Projected |
|---|------------------|
| Banner Purchases | 4,036 |
| Banner Installation (one full year cycle of installation) | 300 |
| Gateway Main Season Banners | 824 |
| Gateway Feature (Banner purchase for main seasons) | 700.00 |
| Seasonal Gateway Rental (Snowflake) | 1,000 |
| Installation for Gateway Features (one full year cycle of installation) | 300 |
| | |
| | |
| | |
| Totals | 6,460.00 |
| Contributions | |
| <u>Request of \$6460 to City of Victoria Strategic Plan Grants</u> | 5,460.00 |
| Quadra Village Community Centre | 1,000.00 |
| | |
| Total | 6,460.00 |



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- 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: Victoria Conservatory of Music
 Mailing Address: 900 Johnson Street, Victoria BC V8V 3N4
 Contact Person: Jane Butler McGregor, CEO Email: butlermcgregor@vcm.bc.ca
 Telephone: 250 386 5311 Website: www.vcm.bc.ca

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? Yes No Society Registration Number: S6880
 Are you a registered Charity? Yes No Charity Registration Number: 108172255
 Organization mission/mandate

The VCM’s mission is “to enrich lives through music in a thriving community accessible to all” and it realizes it through five primary program streams: Community schools, Post-Secondary School, Summer Schools, Music Therapy program, and Public Performance activities.

Brief history and role in benefitting residents of Greater Victoria

Founded in 1964, the VCM is among the largest federally registered charities in Victoria reaching 4,500 students and 44,000 concert patrons each year providing social, cultural and economic benefits to the community. A main artistic institution, the VCM uniquely reaches a broad range of people of all backgrounds: from 4 months of age to seniors, beginning students to those who aspire to a professional career, the musically gifted as well as those with developmental or physical challenges. As well, VCM's Alix Golden Performance Hall was voted Victoria’s Top Live Music Venue in Monday Magazine’s 12th Annual M Awards.

How many paid staff at organization? Full Time: 55 Part Time: 159
 How many volunteer staff at organization? 200 Total volunteer hours: 2,200

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization’s annual budget? \$4,658,517

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

| Source | Total Funding | Use |
|---|---------------|---|
| Tuition Revenue | \$2,766,850 | Operating – payroll, maintenance, utilities, etc. |
| Other Revenue | \$61,590 | Operating – payroll, maintenance, utilities, etc. |
| Events Revenues (Rentals, concerts) | \$222,815 | Operating – payroll, maintenance, utilities, etc. |
| Sub-Leases Revenues | \$60,408 | Operating – payroll, maintenance, utilities, etc. |
| Fundraising – donations, grants, government funding, events, sponsorships | \$1,276,320 | Operating – payroll, maintenance, utilities, etc. |

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



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2015 Strategic Plan Grant Application Form

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Building Profile and Identity – a VCM Signage Project

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

Located in the heart of downtown, the VCM's facility is bordered by Pandora Avenue, Quadra Street and Johnson Street. This highly visible and active location has tremendous potential to significantly increase the profile and identity of the VCM through the addition of professional and visible signage capable of showcasing and promoting the over 240 performances/productions that take place at the VCM each year. The Strategic Plan Grant will be used to install a VCM branded, single-sided one colour LED message centre sign in front of our designated heritage site at the corner of Pandora Avenue and Quadra Street. The sign will prominently identify the facility as the home of the VCM and will have the capacity to display messages that will greatly enhance the VCM's marketing efforts while allowing the VCM to showcase to a broader audience:

- the many performances that take place by both students, faculty and local, national and international musicians
- fundraising events and activities, free community concerts and other special events to support the VCM community
- externally-based performances, productions and events that take place through the VCM's External Facility Rental Program helping the VCM to increase client profiles and to support their marketing efforts.

In addition, the installation of highly visible and communication-based signage along the corner of Pandora Avenue and Quadra Street is an instrumental step towards the revitalization efforts taking place along Pandora Avenue between Quadra and Vancouver Streets.

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"/> Enhance and Steward Public Spaces, Green Spaces and Food Systems |
| <input checked="" 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 checked="" 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 checked="" 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 | |

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

Objective 2 – Engage and Empower the Community (directly related to the 2017 Outcomes)
The VCM is an active member of the 900 Pandora Neighbourhood Group that is actively working to revitalize the Pandora/Quadra Street area. With the addition of improved VCM signage on Pandora Avenue and Quadra Street, residents and businesses in the area will experience a greater sense of pride for their neighbourhood helping to empower them and encourage continuing efforts to improve upon the overall vitality of the area.

Objective 5 – Create prosperity through Economic Development (directly related to the 2017 Outcomes)
The VCM is one of Victoria's premier art centers attracting close to 50,000 people to the downtown core each year, many of which utilize City of Victoria parking services, visit local retailers and restaurants, and also use other services in the area, all of which contribute dramatically towards the economic wellbeing and prosperity within the downtown area. With the addition of effective and well-positioned signage, the VCM anticipates greater numbers of audience members and higher enrollment within the VCM Community and Post-Secondary Schools helping to drive greater numbers of residents and visitors to the vibrant downtown core.

Objective 10 – Nurture Our Arts, Culture and Learning Capital (directly related to the 2018 Outcomes)
City of Victoria support for the VCM through signage funding will nurture and contribute to the overall vibrancy of the arts within the downtown core while creating a more positive presence in the Pandora and Quadra area – an area frequented by people dealing with drug addictions, mental illness and homelessness.

How many will benefit from the project or program? At least 50,000 Percentage of Greater Victoria Residents? 90 – 95 %

Who is your target audience? Neighbourhood residents/businesses; members of the community interested in music education & performances.



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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 \$13,500 Amount Requested \$10,000

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? \$ 3,500

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 |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

- Waived fees and charges

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

- Other

| Organization Name | Contact Person | Phone Number | Amount |
|----------------------------|-----------------|--------------|--------|
| VCM's Designated Bldg Fund | Chris Kask, CFO | 250-386-5311 | 3,500 |
| | | | |

Grand Total of Other Funding Sources \$ 3,500

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.

Without full funding of this project will not be able to proceed as the VCM is undertaking a number of other infrastructure projects over the next 2 years in order to maintain its heritage building and protect/secure its overall facility to ensure it is a safe place for all who attend VCM programs, performances and events.



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SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: August 1, 2015 To: July 31, 2016

Project or program location: At Quadra Street and Pandora Street

Project or program timeline and major milestones.

| Date | Milestone |
|----------------------------------|--|
| August 1, 2015 | Seek and secure signage providers; work with consultants to design signage |
| August 1, 2015 | Seek City of Victoria guidance re: signage requirements and necessary permits |
| September 15, 2015 | Order all signage according to City of Victoria requirements |
| September 30 – November 30, 2015 | Install signage at the corner of Pandora/Quadra |
| April 1 to July 31, 2016 | Final stage – establish electrical connections via the VCM facility in conjunction with another VCM exterior infrastructure project that involves electrical connections and hook ups. |
| | |
| | |

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 0 Total volunteer hours required: 0

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
- Social Media
- Sponsor Plaque
- Other: Logo recognition in VCM Presents Concert programs
- Newspaper Advertisement
- Newsletter
- Annual Report

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

Signature:

Position: CEO

Name: Jane Butler McGregor

Date: June 26, 2015

**BUDGET: Building Profile and Identity – A VCM Signage Project
Victoria Conservatory of Music**

| Project Expenses | Amount |
|--|------------------|
| Engineering & Design Consultant Fees | \$ 1,500 |
| Signage for Pandora/Quadra (2'x7' single sided one color LED message centre) | \$ 7,900 |
| Sign permit | \$ 100 |
| Electrical 120v connection | \$ 2,000 |
| Building Director/Marketing Director/Administrative salaries | \$ 2,000 |
| Total Project Costs | \$ 13,500 |



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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.

Number under section 2 Society or Charity confirmation – Provide society number Annual Report and Financial Statements – organization's current filed documents with the Registrar of Companies the BC Society Act

SECTION 1. CONTACT INFORMATION

Organization Name: James Bay Neighbourhood Association

Mailing Address: c/o 234 Menzies St V8V 2G7

Contact Person: Marg Gardiner

Email: marg.jbna@shaw.ca

Telephone: 250-360-0300

Telephone: 250-360-0300

Website: jbna.org

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? Yes

Society Registration Number: S-0031280

Are you a registered Charity? No

Organization mission/mandate

The mandate of the James Bay Neighbourhood Association (JBNA) is to enable the community to be actively involved in the preservation, rehabilitation, and planned development of James Bay, so as to preserve and enhance the quality of the environment and life therein.

Brief history and role in benefitting residents of Greater Victoria

JBNA has served the James Bay as the community land-use organization for James Bay since 1993. It contributes over a thousand hours of community service each year. JBNA is the only community organization that holds monthly open public informational meetings at which any resident from James Bay may speak on an issue.

As of July 1, JBNA will have the insurance necessary to carry out projects such as the one this application supports. JBNA has identified, through the residents' survey, correspondence, and General Meetings resident concerns with regards to land use including the use of public property, JBNA will now be in a position to broaden activities to highlight public realm and to further engage the community in land use and environmental matters. Regarding the City created/owned ramp at the north side of Fisherman's Wharf Park, which is the site for this project, **JBNA requested that this ramp be built** as it was not in the original Fisherman's Wharf Park concept plan approved by Council.

How many paid staff at organization? Full Time: 0

Part Time: 0

How many volunteer staff at organization? **6 on Board, 5 newly appointed volunteers on DRC and O&A Committees and other volunteers as needed** Total volunteer hours: 1000-2000/yr

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? **Unknown for 2015/16: 2014/15 = \$3,700,**

What other sources of funding do you receive and how is it used? **A few donations, upon occasion, collected at public meetings. Used to provide snacks a couple times each year.**

| Source | Total Funding | Use |
|--------|---------------|---|
| CoV | TBD | All JBNA activities, public meetings, administrative, web-site, advertising etc |

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



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2015 Strategic Plan Grant Application Form

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: **Fisherman's Park Mural: The Ramp**

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

The ramp at the north end of Fisherman's Wharf Park is well used but unsightly; it is a chunk of concrete with metal railings. A mural, in these with Fisherman's Wharf would enhance the experience of Fisherman's Wharf Park for residents and visitors. See photos on the last page.

The project would involve the following:

- ~ inviting JB children (through schools and home-schooling groups) to participate in a MURAL visioning at the park, with children contributing their ideas of items/pictures to be included on the Mural. Tent to be sent up and children provided with colouring materials such as sidewalk chalk, paper, other coloring materials etc. The event budget would be about \$600 for advertising (JB Beacon) materials and snacks.
- ~ assembling concepts and creating paper template of mural (under supervision of art consultant)
- ~ base-coat painting of the wall, and painting of the mural by volunteer "older" children and adults
- ~ top-coating with sealant of the mural.
- ~ volunteers paint and supplies as estimated through discussions with Industrial Plastics and Paints = \$550.

Total costs for project \$1,150 plus administrative/contingency of \$100 = \$1,250 plus 200-300 volunteer hours.

Does this project or program impact public space? Yes

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 checked="" type="checkbox"/> Innovate and Lead | <input checked="" type="checkbox"/> Enhance and Steward Public Spaces, Green Spaces and Food Systems |
| <input checked="" type="checkbox"/> Engage and Empower the Community | <input checked="" type="checkbox"/> Nurture Our Arts, Culture and Learning Capital |
| <input checked="" type="checkbox"/> Strive for Excellence in Land Use | <input checked="" type="checkbox"/> Demonstrate Regional Leadership |
| <input checked="" type="checkbox"/> 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.

The project would serve the community well by permitting residents to be part of the creation of the park – making it even more of a community amenity than it has become. It will transform a plain concrete wall that is a visual focus as one approached the park from the north side, providing a visual break between the hard-top pavement area and the park. The theme or design of the mural would be reflective of the area, meaning the park, sea and nature.

The mural will engage and empower residents before, during, and after its creation. It will facilitate inclusion by inviting school-age children in James Bay to participate. The public space will be enhanced with artful colour.

This would be the first special project grant to JBNA funded by the City. With the new grant program, the JBNA Board has identified 3 projects: This is the first, which would serve to engage residents in a different way, leading to the more significant projects to follow. In the fall, JBNA will submit an application for a Douglas Street charrette/place-making event which would focus on specific intersections on Douglas facing Beacon Hill Park; in the fall of 2016, JBNA intends to submit an application for a charrette/place-making event which would focus on Five Corners shortly after the completion of phase 1 of Capital Park.

How many will benefit from the project or program? **Thousands** Percentage of Greater Victoria Residents? **20-50% & Visitors**

Who is your target audience? **All residents and visitors to Fisherman's Wharf Park and Fisherman's Wharf**



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SECTION 5. PROJECT OR PROGRAM FINANCIAL INFORMATION

Breakdown of all expenses for this project.

Promotion/Invitation:

| | | |
|---|---------------|--------|
| JB Beacon: \$100 | Posters: \$50 | \$ 150 |
| Paper, colouring materials, chalk etc | | \$ 125 |
| Event snacks: Ice cream, cookies, fruit | | \$ 325 |
| Paint Estimate from Industrial Plastics for 300 sqft: | | |
| Base coat \$70 10x1litre = \$200 sealant \$50 + taxes | | \$ 350 |
| Brushes, rollers etc | | \$ 100 |
| Drop-sheets, cleaner, etc | | \$ 100 |

Total costs for project \$1,150 plus administrative/contingency of \$100 = \$1,250 plus 200-300 volunteer hours.

What is the project or program: Total Cost \$ 1,250 Amount Requested \$ 850

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 9 %

How much is the organization contributing to this project or program? \$100 & any extraordinary costs plus management etc

Please indicate the funding sources for this application:

- ✓ City Consultation

| Organization Name | Contact Person | Phone Number | Amount |
|--------------------|----------------|------------------------|--------|
| CoV Transportation | Nick Armstrong | narmstrong@victoria.ca | NIL |

- ✓ In-Kind contributions

| Art Consultant | Contact Person | Phone Number | Amount |
|---|----------------|--------------|--------|
| Ret'd: formerly Coordinator BC Art Collection, Cultural Services Branch, Gov't of BC | Don Lindsay | 250-385-5883 | Nil |

- ✓ Corporate Waived fees and charges

| Organization Name | Contact Person | Phone Number | Amount |
|---------------------|----------------|-------------------------------------|---|
| Jackson's Ice Cream | Avio Jackson | 250-858-0052 onebigcone@yahoo.ca | up to \$200 of ice cream cones |
| Thrifty Foods | Ed Helms | enelms@thriftyfoods.com | \$100 worth of food treats plus serving |

- ✓ Other

| Organization Name | Contact Person | Phone Number | Amount |
|---|--|---|--------------------|
| JBNA in kind organizational time and coordination of events | Marg Gardiner Britta Gundersen-Bryden | marg.jbna@shaw.ca bgbryden@gmail.com | in-kind in-kind |

Grand Total of Other Funding Sources \$ \$300 donations

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

If you do not receive full funding, what is the impact to the organization and project or program. Please provide an explanation below.

The project will not proceed.



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SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: **September, 2015** To: **Oct 2015 or April 2016 weather dependent**

Project or program location: **Ramp at Fisherman's Wharf Park** (North west side)

Project or program timeline and major milestones.

| Date | Milestone |
|--|--|
| | NOTE: Timeline is weather dependent and will be adjusted as needed. |
| September 2015 | Scope program and invite participation (schools and home-schooling groups) |
| September/October | Visioning Event |
| October | Create mural template |
| October (or when dry weather period permits) | Creation of mural |
| recognition: CoV funding | Newsletters, Meetings, Letter to JB Beacon |

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 20 - 120 Total volunteer hours required: 200 - 300

Can the project or program occur without volunteer support? 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
- Social Media
- Other JBNA happenings in the JB Beacon
- Newsletter to 250 households
- Annual Report

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

Signature:

Position: **President, JBNA**

Name: **Marg Gardiner**

Date: **June 24, 2015**



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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*? Yes No Society Registration Number: S-11840

Are you a registered Charity? 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-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 | |



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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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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 \$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 |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |
| | | | |

- Matching funds

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

- 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 Tomy | 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? 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? 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 checked="" type="checkbox"/> 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

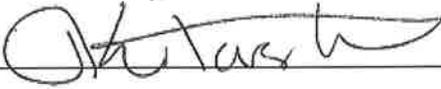


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- The organization is not in bankruptcy or seeking creditor protection
- The grant application meets all the eligibility requirements of the City's Grant Policy

Signature: 

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% |

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: Cook Street Village Activity Centre Society (New Horizons _____)
 Mailing Address: 1-380 Cook Street, Victoria, BC, V8V 3Z7 _____
 Contact Person: Card Turbul _____ Email: info@cookstreetvillageactivitycentre.com _____
 Telephone: 250-384-6542 _____ Website: www.cookstreetvillageactivitycentre.com _____

SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? Yes No Society Registration Number: S-0013946 _____
 Are you a registered Charity? Yes No Charity Registration Number: 10737-1445-RP0001 _____

Organization mission/mandate

To work in a positive manner to provide an environment for enjoyment and personal growth through community interaction that may lead to a meaningful, active, healthy, and rewarding life.

Brief history and role in benefitting residents of Greater Victoria

We have been an active part of our community for 39 years. We have always worked for the benefit of the community through providing social, educational, and recreational opportunities for adults.

How many paid staff at organization? Full Time: 1 _____ Part Time: 5 _____

How many volunteers staff at organization? 145 _____ Total volunteer hours: Approx. 840 hours per month

SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$233,000 (2014 accountant figures used for this section)

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

| Source | Total Funding | Use |
|-------------------------------|---------------|--|
| Grants (including City Grant) | \$84,703 | Kitchen, drop-in activities, special events, wellness services, wages, grant specific projects (one time only grants awarded in 2014) etc. |
| Programing | \$65,088 | Drop-in, Wellness, Courses, and Workshops, instructor fees, special events, |
| Membership | \$13,216 | Utilities, office supplies, wages |
| Rentals | \$28,727 | Computer maintenance, insurance, wages, |
| Donations and Fundraising | \$10,388 | Gardening, wages, professional fees, junk removal, |
| Food Service | \$25,190 | Food and supplies for the kitchen, wages, food for events |

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

SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Boulevard Enhancement Project _____

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



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We are seeking funding for a community signboard, flower pots, paint, and table for the boulevard/bus stop immediately outside the front door of the Centre. The signboard will be used to advertise Centre activities and events as well as community events. We would also like to improve the entrance of our Centre with flowers pots by the front door, a contrasting colour for the pillars at the front of the building, move the bike rack, add a recycling can, and table for the new cement boulevard pad. This project will enhance public space, create more awareness of CSVAC, provide improved transportation options, and create a more welcoming and vibrant hub to our community. Meetings with Parks, Engineering and the Neighbourhood Coordinator have already taken place and permissions have been obtained to make these changes in the public realm. Public Works has already taken the first step towards this project by expanding the cement pad to accommodate the improvements.

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 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 checked="" 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 checked="" type="checkbox"/> 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.

The CSVAC will have a brighter, more welcoming entrance with a community board (Objective 8). The bike rack will encourage access to the centre and general village area by means other than car and the recycling can will provide green disposal of various materials (Objective 9) such as paper cups and similar materials. We would like to have the contents picked up when our weekly recycling is collected. The public will have greater access to information about CSVAC and the community through regularly updated information on the new community board (Objective 5 and Objective 7).

We are a public facility and our recreational, social, and educational programs have grown and changed through the years to meet the needs of our members and to encourage new members to join. This new signboard will allow us to more easily connect with the wider community as we work to find ways to better communicate with those who visit the village. We believe that as more people are aware of the opportunities at CSVAC they will be more inclined to participate and therefore increasing their social inclusion (Objective 7 in the Strategic Plan). We will use this signboard to highlight programs and events that we hope will appeal to diverse groups within the neighbourhood and through Victoria, such as our National Aboriginal Day, Hawaiian Lulu, Chinese New Year, Robbie Burns Day, and Tai Chi.

The Official Community Plan (OCP) speaks to the importance of providing transportation choices. We have noticed a shift to alternative forms of transportation such as an increased number of cyclists, bus and HandyDart users, and mobility aid users. We believe this will continue to increase through the coming years, and are also aware that most seniors will use their cars more consistently than other populations. With the improved bus stop it means that our members are no longer walking and rolling through mud to get to the Centre through the winter when using a bus or HandyDart. By looking towards the future we will be encouraging more environmentally savvy consumers to the Cook Street Village and compliments Objective 9 of the City's Strategic Plan.



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By having a table for people to congregate, which builds cohesiveness and a sense of belonging through fun games they can borrow from CSVAC and will allow for greater use of public space.

We know that there is regular maintenance required to ensure that the Community Board and flower pots look their best. We will be 100% responsible for this work. We will also ensure that the information posted on the Community Board will be kept current. This board will be locked so any information that is posted will be done through our office and any outside group wishing to post their information will have to go through the Centre to obtain permission.

How many will benefit from the project or program? Approx. 32,000___ Percentage of Greater Victoria Residents? 95%

Who is your target audience? Victoria community, primarily adults and seniors_____

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 \$6,154___ Amount Requested \$3,640___

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 12.5% (volunteer time)

How much is the organization contributing to this project or program? \$2,514 (includes the 12.5% volunteer time as shown above)___

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 |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |

- Waived fees and charges

| Organization Name | Contact Person | Phone Number | Amount |
|-------------------|----------------|--------------|--------|
| | | | |
| | | | |

- Other: Volunteer Time

| Organization Name | Contact Person | Phone Number | Amount |
|----------------------|----------------|--------------|-------------------------|
| Judith Spice | Karen Henry | 250-384-6542 | 5 hrs x \$15/hrs = \$75 |
| Gardening Volunteers | Carol Turnbull | 250-384-6542 | 6hrs x \$15/he = \$90 |
| | | | |

Grand Total of Other Funding Sources \$2,514___



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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.

The first priority for us is the Community Board (cost approximately \$2,700) followed by the rest of the boulevard improvement items

SECTION 6. PROJECT OR PROGRAM TIMELINE

Project or program dates From: July 2015_____ To: December 2015_____

Project or program location: Cook Street Village_____

Project or program timeline and major milestones.

| Date | Milestone |
|-------------------|--|
| July | City to approve grant application |
| July | Planters, dirt, and plants purchased |
| July | Paint pillars |
| August | Order signboard, recycling can, table |
| September/October | Install signboard, recycling can, table and move bike rack |
| Ongoing | Maintenance of flower pots, and community board |

SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 10_____ Total volunteer hours required: _____

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 type="checkbox"/> Website | <input type="checkbox"/> Newspaper Advertisement |
| <input checked="" type="checkbox"/> Social Media | <input checked="" type="checkbox"/> Newsletter – we have 2 newsletters |
| <input type="checkbox"/> Sponsor Plaque | <input checked="" type="checkbox"/> Annual Report |
| <input type="checkbox"/> Other Digital screen boards, announcements at special events, discussion at Coffee with staff | |

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

Signature: Carol Turnbull
Name: Carol Turnbull_____

Position: Administrative Manager_____
Date: June 23, 2015_

Detailed Budget Cost Estimate of Budget

| Item | Materials | | Labour Expertise | | Dollar Value |
|---|--------------|---------------|------------------|--------------|--------------|
| | Quantity | Unit Cost | Hours | Rate | |
| Painting Columns | 1 | \$200 approx. | 5 | \$15 (\$75) | \$275 |
| Picnic table | 1 | \$498 | 3 | \$40 (\$120) | \$618 |
| Recycling can | 1 | \$713 | 3 | \$40 (\$120) | \$833 |
| Signboard with 5 slot literature rack | 1 | \$2,358 | 4 | \$40 (\$160) | \$2,518 |
| Planters, plants, weights, etc. | 2 (6 plants) | \$490 | 6 | \$30 (\$90) | \$580 |
| Total Project value = \$4,824 | | | | | |
| Volunteers \$15/hr, Professional and Trades \$40/hr | | | | | |