

TO: MAYOR & COUNCIL
FROM: EXECUTIVE COMMITTEE OF COUNCIL
SUBJECT: **COMMUNITY GRANT APPLICATIONS (23.47.O, 23.49.O-23.51.O)**
PURPOSE: To seek Council approval of Community Grant applications received in August 2023.

RECOMMENDATION

THAT the following Operating Grant applications received in August 2023, be approved as follows:

- 23.47.O – The Society to End Homelessness - \$10,000;
- 23.49.O – Vancouver Chinese Film Association - \$4,000;
- 23.50.O – Burnaby Family Life Institute - \$20,000; and
- 23.51.O – Maple Leaf Singers - \$2,000.

1.0 POLICY SECTION

The provision of community grants is aligned with the following Council-adopted policies, plans, and strategies: *Burnaby Economic Development Strategy* (2007); *Social Sustainability Strategy* (2011), and the *Corporate Strategic Plan* (2017) that identifies the importance of a sense of belonging, inclusion, and high quality of life.

2.0 BACKGROUND

The Executive Committee of Council, at its Open meeting held on September 6, 2023, received a staff report outlining Community Grant applications received in August 2023 and adopted the recommendations as noted above. This report seeks Council approval of the Community Grants as recommended.

2.1 Operating Grant

An operating grant may be requested for the purpose of offsetting operating costs including salaries, lease or rent payments, utilities, insurance, office supplies and maintenance & repairs. A maximum of one (1) operating grant per year per organization, with a maximum of 25% of the organizations' annual budget to a maximum grant of \$10,000 can be provided to eligible organizations.

2.2 Program Grant

Program grants may be requested for the purpose of funding projects, events, and or programs, such as outreach initiatives, block parties, environmental and other community events that benefit Burnaby residents. In-kind services from the City may also be granted under this category. A maximum of two (2) program grants are allowed per year.

culture. Approximately 1,000 Burnaby residents attend and are involved in the one-day event.

23.50.O Burnaby Family Life Institute Request: \$20,000
Operating Grant - Attachment 3

- Grant History:
- 2022 – \$20,000
 - 2021 – \$18,000
 - 2020 – no submission

An application was received from Burnaby Family Life Institute for an operating grant to offset the operational costs incurred across their 9 Burnaby locations. Burnaby Family Life provides childcare in six licensed centres, parenting support classes, individual support groups, family drop-in programs, pregnancy outreach programs and family life education programs. The organization serves approximately 3,000 clients a year providing programs and services, employment, and volunteer opportunities.

23.51.O The Maple Leaf Singers Request: \$7,100
Operating Grant - Attachment 4

- Grant History:
- New Applicant

An application was received from Maple Leaf Singers for an operating grant to offset operational costs such as storage of equipment, equipment maintenance, transportation, conductor and accompanist fees, and rehearsal venue rental. Currently rehearsing at Jubilee United Church in Burnaby, the Maple Leaf Singer members come from various cities with a large percentage from Burnaby. Annual performances at Lougheed Mall for Christmas are a highlight. In addition, Maple Leaf Singers performed at Walk for the Cure at Central Park and have previously put on shows at Bonsor Community Centre, Courtyard Terrace, Gilmore Place, Derby Manor and Carlton Villa. The funds would be used for the fiscal year from August 1, 2023 to July 31, 2024.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

Successful applicants of the Community Grant program must acknowledge the City's financial assistance on all the program's communications and promotional materials, including brochures, posters, advertisements, websites, news releases, signs, etc.

5.0 FINANCIAL CONSIDERATIONS

Grants are funded through the Community Grants Program. Current budget allocations and balance remaining as of this report date are detailed below.

Community Grants 2023 Budget		Allocated (as of July 1, 2023)	Balance Remaining
Operating	\$100,000	\$91,000	\$9,000
Programming	\$300,000	\$144,136	\$164,864
Total	\$400,000	\$235,136	\$173,864

On behalf of the Executive Committee of Council,
 Councillor Dhaliwal, Chair
 Councilor Lee, Vice Chair

ATTACHMENTS

- Attachment 1 – 23.47.O – Society to End Homelessness
- Attachment 2 – 23.49.O – Vancouver Chinese Film Association
- Attachment 3 – 23.50.O – Burnaby Family Life Institute
- Attachment 4 – 23.51.O – The Maple Leaf Singers

Confidentiality Notice: Attachments 1 to 4 are not publicly available as per section 21 of the *Freedom of Information and Protection of Privacy Act*.

REPORT CONTRIBUTORS

This report was prepared by Kathryn Matts, Administrative Officer 2, and reviewed by Blanka Zeinabova, Acting Director of Legislative Services.



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME The Society to End Homelessness in Burnaby		
2. ORGANIZATION STREET ADDRESS 7135 Walker Avenue, Burnaby, BC V5E 3C6		
3. WEBSITE (IF APPLICABLE) www.burnabyhomeless.org		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Carol-Ann Flanagan	PHONE (778) 888-0977	EMAIL carolannf@burnabyhomeless.org
5. ALTERNATIVE CONTACT PERSON		
NAME Cameron Roxburgh	PHONE (778) 863-4471	EMAIL cam@theneighbourhoodchurch.net
6. APPLICANT TYPE		
<input type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO S0063934	DATE OF INCORPORATION
<input checked="" type="radio"/> REGISTERED CHARITY	CHARITABLE NO 80329 5799 RR0001	
<input type="radio"/> NATIONAL/INTERNATIONAL NON-PROFIT OPERATING LOCALLY	SOCIETY NO	DATE OF INCORPORATION
<input type="radio"/> SPORT OR RECREATION ORGANIZATION		
<input type="radio"/> OTHER	SPECIFY	

SECTION B: GRANT INFORMATION

1. ARE YOU? <input checked="" type="radio"/> New Applicant <input type="radio"/> Returning Applicant
2. SELECT THE KIND OF COMMUNITY GRANT YOU ARE APPLYING FOR: <input checked="" type="radio"/> General Grant (Operating) <input type="radio"/> General Grant (Programming) <input type="radio"/> Recreational Sport Grant <input type="radio"/> Fee Waiver
3. AMOUNT YOU ARE REQUESTING: \$ 10,000.00 <input type="checkbox"/> In-Kind (check if applicable)
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC.
5. IF YOU ARE A RETURNING APPLICANT AND ARE REQUESTING AN INCREASE OVER YOUR LAST YEAR GRANT AMOUNT AWARDED. PLEASE PROVIDE A RATIONALE FOR THE INCREASE. n/a



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

6. IF YOU ARE APPLYING FOR A GENERAL OPERATING GRANT, DESCRIBE HOW THIS GRANT WILL BE USED TO OFFSET COSTS INCURRED TO OPERATE THE ORGANIZATION. PLEASE DETAIL THE NATURE OF OPERATING EXPENSES (SALARY, LEASE, UTILITIES, ETC.) AND SPECIFY THE TIME PERIOD DURING WHICH THE GRANT WILL BE USED.

Part of our general operations include running 3 Outreach Resource Centres (ORC) at the Neighbourhood Church (Edmonds/Kingsway area), at Jubilee near Bonsor/Metrotown and off North Road near Lougheed. As well as our mobile shower unit and a Food Hub at the Neighbourhood Church once a week. Monies will be used for salaries, utilities, insurance, office supplies and honoraria.

7. IF APPLYING FOR AN OPERATING GRANT: DESCRIBE HOW THE ORGANIZATION BENEFITS RESIDENTS OF BURNABY AND APPROXIMATELY HOW MANY BURNABY RESIDENTS BENEFIT FROM THE ORGANIZATIONS INITIATIVES ON AN ANNUAL BASIS?

IF APPLYING FOR A PROGRAM GRANT: DESCRIBE HOW THIS PROJECT/EVENT/PROGRAM WILL BENEFIT RESIDENTS OF BURNABY (WHO WILL BENEFIT), HOW MANY BURNABY RESIDENTS WILL BE INVOLVED WITH OR BENEFIT FROM THE PROGRAM?

We serve the most vulnerable population in Burnaby by helping to cover their basic needs of finding affordable housing, get a warm meal, have medical attention through a Nurse Practitioner, Footcare, weekly access to a representative from the Ministry of Poverty Reduction to help with Disability, housing and social assistance payments, income tax help, access to a poverty advocate helping with rental issues and getting back lost I.D. in 2022 we have helped:

- 6430 ORC Guests, serving 11730 hot lunches, given out 7980 packaged food hub bags that created 17999 meals
- 269 patients saw the Nurse Practitioner
- 75 guests saw the Footcare person
- 295 Individuals were helped by Outreach workers from Progressive and Spirit of the Children

Applicants for General Operating Grants are not required to complete sections C, D, and E (marked with an asterisk *)

SECTION C: THE PROJECT/EVENT/PROGRAM*

1. NAME OF THE PROJECT/EVENT/PROGRAM	
2. PROJECT/EVENT/PROGRAM LOCATION (PHYSICAL STREET ADDRESS OR EVENT LOCATION)	
3. PROJECT/EVENT/PROGRAM START DATE	4. PROJECT/EVENT/PROGRAM END DATE

SECTION D: PURPOSE OF BENEFIT*

1. DESCRIBE THE PURPOSE OR GOAL OF THE PROJECT/EVENT/PROGRAM
2. DESCRIBE THE PROJECT/EVENT/PROGRAM AND THE ACTIVITIES



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

3. DESCRIBE HOW THE PROJECT/EVENT/PROGRAM ALIGNS WITH ONE OR MORE OF THE FOLLOWING (OFFICIAL COMMUNITY PLAN, SOCIAL SUSTAINABILITY STRATEGY, ECONOMIC DEVELOPMENT STRATEGY, ENVIRONMENTAL SUSTAINABILITY STRATEGY):

4. IDENTIFY YOUR COMMUNITY PARTNERS OR STAKEHOLDERS – YOU MAY ALSO INCLUDE LETTERS OF SUPPORT FOR YOUR PROJECT/EVENT/PROGRAM FROM THESE GROUPS AS PART OF THE APPLICATION.

5. IF THE AMOUNT REQUESTED FROM THE CITY OF BURNABY IS NOT FULLY GRANTED, WHAT WOULD YOU DO TO MAKE UP THE DIFFERENCE AND/OR HOW WOULD YOU PROCEED DIFFERENTLY?

SECTION E: EVENT OUTCOMES*

1. HOW WILL YOU KNOW IF YOUR PROJECT/EVENT/PROGRAM REACHED ITS GOALS? (FOR EXAMPLE, A GOAL OF ENGAGING YOUTH IN ENVIRONMENTAL ACTIVITIES MIGHT INCLUDE REACHING A SET TARGET OF YOUTH PARTICIPANTS)

2. WHAT DATA AND FEEDBACK DO YOU COLLECT FROM YOUR AUDIENCE/PARTICIPANTS? HOW DO YOU EVALUATE YOUR PROGRAMS AND SERVICES?



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

Applicants for **Recreational Sport Grants** are not required to complete sections F, and H (marked by two asterisks **).

SECTION F: LONG TERM VIABILITY**

ATTENTION: The grant program is intended to support new organizations and encourage organizational self sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. WHAT ARE YOUR SOURCES OF REVENUE? WHAT PERCENTAGE OF TOTAL REVENUE DO THEY EACH REPRESENT?					
SOURCE OF REVENUE	% OF TOTAL REVENUE PREVIOUS YEAR	% OF TOTAL REVENUE CURRENT YEAR			
EARNED REVENUE (ALL TICKET SALES, REGISTRATION FEES, MEMBERSHIPS, ETC...)	1	1			
GRANTS (ALL FEDERAL, PROVINCIAL, MUNICIPAL, FOUNDATION AND GAMING GRANTS)	26	9			
DONATIONS AND SPONSORSHIPS (CASH)	8	18			
DONATIONS AND SPONSORSHIPS (IN-KIND)	48	72			
ALL DONATIONS (CASH/IN-KIND) PROVIDED BY THE CITY OF BURNABY	17	8			
2. WHAT OTHER SOURCES OF FUNDING ARE YOU CURRENTLY PURSUING? DOES THE ORGANIZATION HAVE A PLAN FOR DIVERSIFICATION AND INCREASE OF REVENUE OVER THE LONGER TERM? IF YES, PLEASE PROVIDE A COPY OF THE PLAN OR DESCRIBE THE PRIMARY OBJECTIVES AND STRATEGIES.					
<p>Coldest Night of the Year - about \$50,000 or 13% of total income (not part of % above) working with Tip-Tap with our Shower Program - still at the beginning, or less than 1% of income maintaining ongoing relationships with loyal funders, ie SPARC BC, Rotary Burnaby, Vancity, Starbucks</p> <p>Donations from the City of Burnaby have been UBCM grants for our shower and Cooling Programs</p>					
3. PLEASE IDENTIFY THE CASH VALUE (\$) OF ALL CITY OF BURNABY CONTRIBUTIONS YOUR ORGANIZATION/PROGRAM/EVENT HAS RECEIVED FROM THE CITY OF BURNABY OVER THE PAST THREE (3) YEARS. ADDITIONALLY, PLEASE INDICATE ANY OTHER CITY OF BURNABY GRANT OPPORTUNITIES YOU WILL BE PURSUING IN THE CURRENT YEAR. FAILURE TO IDENTIFY CITY OF BURNABY CONTRIBUTIONS MAY AFFECT YOUR ELIGIBILITY FOR GRANTS IN THE PRESENT YEAR AND IN THE FUTURE.					
	3 YEARS AGO	2 YEARS AGO	1 YEAR AGO	CURRENT YEAR	
				AWARDED	REQUESTED
GRANT - CASH	\$ 0.00	\$ 92,759.00	\$ 20,000.00	\$ 0.00	\$ 25,000.00
GRANT - IN-KIND	\$ 0.00	\$ 0.00	\$ 0.00		
PERMISSIVE TAX EXEMPTION	\$ 0.00	\$ 0.00	\$ 0.00		
LEASE GRANT	\$ 0.00	\$ 0.00	\$ 0.00		
OTHER					
4. DESCRIBE THE TOP 3 GOALS FOR THE ORGANIZATION IN THE CURRENT YEAR.					
<p>GOAL 1 Provision of Services: to assist individuals who are homeless or at risk of becoming homeless by operating and maintaining programs and facilities to enable such persons to obtain shelter, services, support and necessities to address their basic needs. Continue our ORCs in the current 3 locations as well as the establishment of 1 new centre with services provided</p>					
DESCRIPTION					
<p>We have implemented and are maintaining a portable Shower Program for our ORC guests. It is the only such unit in the Lower Mainland. We are taking the unit to various community events to promote the program and create awareness.</p> <p>We have implemented a 3rd location for a pop-up in the Lougheed area and are maintaining our existing 2 locations at the Neighbourhood Church and on Jubilee near Bonsor/Metrotown. Number of patrons has grown in both locations. We are continually working on increasing the services offered at our main ORC on Thursday mornings, ie working on getting a mental health nurse to attend.</p>					



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

GOAL 2
 Awareness and Community Engagement - to bring awareness to the issues of homelessness and to our involvement in serving those in need of housing and services to address homelessness in Burnaby. Our desire is to invite and involve member of the community to join in supporting the cause through finances, participation and encouragement

DESCRIPTION
 one of our objectives is to grow the Society's membership to 100

the 2nd objective is to have the resources to educate various neighbourhoods/organizations about homelessness - we have and are doing this through community presentations ie in schools, churches, other interested groups. We are organising Coldest Night of the Year (7th annual in 2023), which is a fundraising walk, but also draws a lot of awareness to the issues and challenges of living with precarious or without housing.

GOAL 3
 Pursuing Adequate, Affordable Housing - to work towards the provision of housing for Burnaby residents who are without or are at risk of homelessness in Burnaby. To work towards the prevention of future homelessness in Burnaby.

- to work towards the provision of 200 new affordable housing units
- to add a permanent shelter, continue the temporary shelters and extreme heat, centre, and to start a temporary shelter in North Burnaby as well as add a winter shelter

DESCRIPTION

- The Taskforce to End Homelessness in Burnaby has established a subgroup that's working on 2 permanent 24/7 shelter, one in the North/East part of Burnaby and one on the Southside of Burnaby.
- we are in ongoing talks with the City and service providers to ensure that temporary shelters are continued and/or alternate locations are being provided, that the extreme heat centre is going to be continued as well as winter shelters are being offered.

5. PLEASE COMPLETE THE FOLLOWING

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	125	215
VOLUNTEER HOURS PER YEAR	8,560	12,811
NUMBER OF VOTING MEMBERS	24	22

6. HOW DOES YOUR ORGANIZATION WORK TO ENSURE THAT PROGRAMS AND SERVICES ARE ACCESSIBLE AND INCLUSIVE FOR ANYONE WHO HAS AN INTEREST REGARDLESS OF AGE, ABILITY, ORIENTATION, ETHNIC/CULTURAL BACKGROUND, SOCIO-ECONOMIC STATUS? PLEASE SHARE EXAMPLES AND SUCCESS STORIES OF INCLUSIVITY AND DIVERSITY WITHIN YOUR ORGANIZATION AND PROGRAMMING.

we endeavour to have representation of persons with lived experience on our Board

our 3 Outreach Resource Centres are low barrier, meaning everyone is welcome as long as they don't endanger other patrons or staff/volunteers

we have had regular peer representation at our Outreach Centres which is partially growing into part-time employment

we have had various patrons who are regularly frequenting Thursdays or one of the other days who will start helping out (ie Gerry at the Wednesday Pop-up)



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

SECTION G: INSURANCE AND ACKNOWLEDGEMENT*

<p>1. DOES YOUR ORGANIZATION HAVE GENERAL LIABILITY INSURANCE?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>2. IF YES, WHAT COVERAGE?</p> <p>\$5 Mio per occurrence \$20 Mio General Aggregate</p>
<p>3. IF AWARDED A GRANT, HOW WILL YOUR ORGANIZATION ACKNOWLEDGE THE CONTRIBUTION FROM THE CITY OF BURNABY? mention on social media, on our website, in our newsletter, at our AGM</p>



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

SECTION H: OPERATING BUDGET FOR ORGANIZATION or PROJECT/EVENT/PROGRAM**

1. PLEASE IDENTIFY IF YOU ARE PROVIDING INFORMATION FOR THE ENTIRE ORGANIZATION OR A SPECIFIC PROJECT/EVENT/PROGRAM <input checked="" type="radio"/> Organization <input type="radio"/> Project/Event/Program
2. FOR THE FISCAL YEAR CURRENT YEAR JUNE 1, 2022 - MAY 31, 2023
3. MONTH FISCAL YEAR BEGINS JUNE

REVENUES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	CURRENT YEAR CONFIRMED? Y/N	BRIEF DESCRIPTIONS/COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
FEDERAL GOVERNMENT (SPECIFY)				
1 Reaching Home	41685	23680	y/n	were unsuccessful this year
2 Summer Jobs grant	8506	14951	y	
3				
PROVINCIAL GOVERNMENT (SPECIFY)				
1				
2				
3				
LOCAL GOVERNMENT (SPECIFY)				
1 UBCM	85966	52887	y	grant has partially been paid out
2				
3				
SPONSORSHIP (SPECIFY)				
1 BNH Foodhub	9857	10000	y	Burnaby Neighbourhood House
2 Rotary, Vancity, SPARC	3464	6300	y	
3				
EARNED REVENUE				
1 Advertising Income	2800	2000	y	
2 memberships	452	500	y	
3				
FUNDRAISING (NET REVENUE)	44088	53125	y	Coldest Night of the Year
INDIVIDUAL DONATIONS	33199	24368	y	
IN-KIND SOURCES	246330	276678	y	
INVESTMENT INCOME	134	400	y	interest
OTHER SOURCES (SPECIFY)				
1 use of existing funds		34740	y	previous years' savings
2 designated funds		15117	y	designated donations carried forward
3 fundraising		23276	n	
TOTAL REVENUE	476481	538022		



23.47.O The Society to End Homelessness In Burnaby COMMUNITY GRANT APPLICATION

EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE	77509	131913	salaries and contractors
OFFICE SUPPLIES & EXPENSES	797	3250	office, print., board exp,
PROGRAM & EVENT SUPPLIES	42383	64454	showers, Portrait Proj, orc
ADVERTISING & PROMOTION	4815	11528	membership drive, website
TRAVEL & VEHICLES EXPENSES	0	3600	mileage and compass pass
INTEREST AND BANK CHARGES	180	200	
LICENCES, MEMBERSHIPS, & DUES	0	650	
OCCUPANCY COSTS	6222	10500	utilities Southside + storage
PROFESSIONAL & CONSULTING FEES	2499	3300	accountant, legal
CAPITAL PURCHASES & IMPROVEMENTS	57950	0	purchase shower trailer
AMORTIZATION OF CAPITALIZED ASSETS			
DONATION, GRANTS, & SCHOLARSHIP EXPENSE AS PART OF CHARITABLE ACTIVITIES	432	1200	gym rental for CNOY
EDUCATION AND TRAINING FOR STAFF & VOLUNTEERS			
CITY SERVICES EXPENSES (SPECIFY)			
1			
2			
3			
OTHER EXPENSES (SPECIFY)			
1 insurance	1651	6672	liability and shower unit
2 in kind expenses	246330	276678	
3 Contingency	0	6910	
4 Shower program	4468	17167	laundry
5			
TOTAL EXPENDITURES	445236	538022	
CURRENT SURPLUS (DEFICIT)	31245	0	



COMMUNITY GRANT APPLICATION

SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME Vancouver Chinese Film Association		
2. ORGANIZATION STREET ADDRESS 6363 Kisbey Avenue, Burnaby, BC V5H 3T6		
3. WEBSITE (IF APPLICABLE) www.vcff.org		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Christine Song	PHONE (778) 846-7666	EMAIL christinearies.song@gmail.com
5. ALTERNATIVE CONTACT PERSON		
NAME Xu Wang	PHONE (604) 723-3555	EMAIL rrwflsvp@gmail.com

6. APPLICANT TYPE		
<input checked="" type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO S0061479	DATE OF INCORPORATION 2013-07-08
<input type="radio"/> REGISTERED CHARITY	CHARITABLE NO	
<input type="radio"/> NATIONAL/INTERNATIONAL NON-PROFIT OPERATING LOCALLY	SOCIETY NO	DATE OF INCORPORATION
<input type="radio"/> SPORT OR RECREATION ORGANIZATION		
<input type="radio"/> OTHER	SPECIFY	

SECTION B: GRANT INFORMATION

1. ARE YOU? <input type="radio"/> New Applicant <input checked="" type="radio"/> Returning Applicant
2. SELECT THE KIND OF COMMUNITY GRANT YOU ARE APPLYING FOR: <input checked="" type="radio"/> General Grant (Operating) <input type="radio"/> General Grant (Programming) <input type="radio"/> Recreational Sport Grant <input type="radio"/> Fee Waiver
3. AMOUNT YOU ARE REQUESTING: \$10,000.00 <input type="checkbox"/> In-Kind (check if applicable)
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC. \$68,000.00
5. IF YOU ARE A RETURNING APPLICANT AND ARE REQUESTING AN INCREASE OVER YOUR LAST YEAR GRANT AMOUNT AWARDED. PLEASE PROVIDE A RATIONALE FOR THE INCREASE. N/A



COMMUNITY GRANT APPLICATION

6. IF YOU ARE APPLYING FOR A GENERAL OPERATING GRANT, DESCRIBE HOW THIS GRANT WILL BE USED TO OFFSET COSTS INCURRED TO OPERATE THE ORGANIZATION. PLEASE DETAIL THE NATURE OF OPERATING EXPENSES (SALARY, LEASE, UTILITIES, ETC.) AND SPECIFY THE TIME PERIOD DURING WHICH THE GRANT WILL BE USED.

The organization will be using the grant to offset the cost for compensation of the performers, technicians and labourers, cost of food and drinks, theater rental, and materials for the red carpet event. This grant will be used on 17 September, 2023. It is a one-day event at the Michael J. Fox Theater.

7. IF APPLYING FOR AN OPERATING GRANT: DESCRIBE HOW THE ORGANIZATION BENEFITS RESIDENTS OF BURNABY AND APPROXIMATELY HOW MANY BURNABY RESIDENTS BENEFIT FROM THE ORGANIZATIONS INITIATIVES ON AN ANNUAL BASIS?

IF APPLYING FOR A PROGRAM GRANT: DESCRIBE HOW THIS PROJECT/EVENT/PROGRAM WILL BENEFIT RESIDENTS OF BURNABY (WHO WILL BENEFIT), HOW MANY BURNABY RESIDENTS WILL BE INVOLVED WITH OR BENEFIT FROM THE PROGRAM?

This is the 11th consecutive year of the Vancouver Chinese Film Festival hosting this event at the Michael J. Fox Theater, in exception for 2020 and 2021 due to the COVID-19 pandemic. It is our second year back for an in-person event at the theater and it will be a great opportunity to bring the Burnaby community back together to celebrate and embrace the Chinese culture. In 2019 when VCFE was able to host this event in-person, we had a combined amount of around 1,000 Burnaby residents attended and involved for the one-day event.

Applicants for General Operating Grants are not required to complete sections C, D, and E (marked with an asterisk *)

SECTION C: THE PROJECT/EVENT/PROGRAM*

1. NAME OF THE PROJECT/EVENT/PROGRAM 11th Vancouver Chinese Film Festival (VCFE), Chinese Performance Night	
2. PROJECT/EVENT/PROGRAM LOCATION (PHYSICAL STREET ADDRESS OR EVENT LOCATION) 7373 MacPherson Avenue, Burnaby, BC (Michael J. Fox Theatre)	
3. PROJECT/EVENT/PROGRAM START DATE 2023-09-17	4. PROJECT/EVENT/PROGRAM END DATE 2023-09-17

SECTION D: PURPOSE OF BENEFIT*

1. DESCRIBE THE PURPOSE OR GOAL OF THE PROJECT/EVENT/PROGRAM The goal of VCFE is to represent and embrace Chinese culture to the multicultural community in Burnaby and it's neighbouring cities. This annual event provides a voice and platform to artists who are part of marginalized communities and gives them an opportunity to show their talent to the community. It's a great networking opportunity for local filmmakers and artists alike.
2. DESCRIBE THE PROJECT/EVENT/PROGRAM AND THE ACTIVITIES The VCFE event at Michael J. Fox Theater will consist of performances from Chinese artists, red carpet event, award ceremony, and closing ceremony.



COMMUNITY GRANT APPLICATION

<p>3. DESCRIBE HOW THE PROJECT/EVENT/PROGRAM ALIGNS WITH ONE OR MORE OF THE FOLLOWING (OFFICIAL COMMUNITY PLAN, SOCIAL SUSTAINABILITY STRATEGY, ECONOMIC DEVELOPMENT STRATEGY, ENVIRONMENTAL SUSTAINABILITY STRATEGY):</p> <p>In terms of social sustainability strategy, we are embracing the Chinese culture which makes up a total of 34% of the total population in Burnaby. We are bringing a light to the local artists in Burnaby and creating a very welcoming and safe environment for those whom have been marginalized in the past.</p>
<p>4. IDENTIFY YOUR COMMUNITY PARTNERS OR STAKEHOLDERS – YOU MAY ALSO INCLUDE LETTERS OF SUPPORT FOR YOUR PROJECT/EVENT/PROGRAM FROM THESE GROUPS AS PART OF THE APPLICATION.</p> <p>We will have performances from Vancouver Columbia Dance School and Huaren Choir of Vancouver (based in Burnaby).</p>
<p>5. IF THE AMOUNT REQUESTED FROM THE CITY OF BURNABY IS NOT FULLY GRANTED, WHAT WOULD YOU DO TO MAKE UP THE DIFFERENCE AND/OR HOW WOULD YOU PROCEED DIFFERENTLY?</p> <p>In case the amount requested from the city is not fully granted, we will continue look for local sponsors and/or partners, and explore the option of receiving a donation from the organization founder. We can start a fundraising event to be able to get help from the community as well.</p>

SECTION E: EVENT OUTCOMES*

<p>1. HOW WILL YOU KNOW IF YOUR PROJECT/EVENT/PROGRAM REACHED ITS GOALS? (FOR EXAMPLE, A GOAL OF ENGAGING YOUTH IN ENVIRONMENTAL ACTIVITIES MIGHT INCLUDE REACHING A SET TARGET OF YOUTH PARTICIPANTS)</p> <p>N/A</p>
<p>2. WHAT DATA AND FEEDBACK DO YOU COLLECT FROM YOUR AUDIENCE/PARTICIPANTS? HOW DO YOU EVALUATE YOUR PROGRAMS AND SERVICES?</p> <p>N/A</p>



COMMUNITY GRANT APPLICATION

Applicants for **Recreational Sport Grants** are not required to complete sections F, and H (marked by two asterisks **).

SECTION F: LONG TERM VIABILITY**

ATTENTION: The grant program is intended to support new organizations and encourage organizational self sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. WHAT ARE YOUR SOURCES OF REVENUE? WHAT PERCENTAGE OF TOTAL REVENUE DO THEY EACH REPRESENT?					
SOURCE OF REVENUE	% OF TOTAL REVENUE PREVIOUS YEAR		% OF TOTAL REVENUE CURRENT YEAR		
EARNED REVENUE (ALL TICKET SALES, REGISTRATION FEES, MEMBERSHIPS, ETC...)	0		0		
GRANTS (ALL FEDERAL, PROVINCIAL, MUNICIPAL, FOUNDATION AND GAMING GRANTS)	0		0		
DONATIONS AND SPONSORSHIPS (CASH)	0		0		
DONATIONS AND SPONSORSHIPS (IN-KIND)	0		0		
ALL DONATIONS (CASH/IN-KIND) PROVIDED BY THE CITY OF BURNABY	0		0		
2. WHAT OTHER SOURCES OF FUNDING ARE YOU CURRENTLY PURSUING? DOES THE ORGANIZATION HAVE A PLAN FOR DIVERSIFICATION AND INCREASE OF REVENUE OVER THE LONGER TERM? IF YES, PLEASE PROVIDE A COPY OF THE PLAN OR DESCRIBE THE PRIMARY OBJECTIVES AND STRATEGIES.					
We are currently pursuing help from the Canadian Heritage, as well as local sponsors/partners. Ever since the COVID-19 pandemic, we had to move V CFF online. Since we are back to the in-person event this year, our budget has increased. The budget is very similar to what it was back in 2019.					
3. PLEASE IDENTIFY THE CASH VALUE (\$) OF ALL CITY OF BURNABY CONTRIBUTIONS YOUR ORGANIZATION/PROGRAM/EVENT HAS RECEIVED FROM THE CITY OF BURNABY OVER THE PAST THREE (3) YEARS. ADDITIONALLY, PLEASE INDICATE ANY OTHER CITY OF BURNABY GRANT OPPORTUNITIES YOU WILL BE PURSUING IN THE CURRENT YEAR. FAILURE TO IDENTIFY CITY OF BURNABY CONTRIBUTIONS MAY AFFECT YOUR ELIGIBILITY FOR GRANTS IN THE PRESENT YEAR AND IN THE FUTURE.					
	3 YEARS AGO	2 YEARS AGO	1 YEAR AGO	CURRENT YEAR	
				AWARDED	REQUESTED
GRANT - CASH	¥0.00	¥0.00	¥2000.00	¥0.00	¥0.00
GRANT - IN-KIND	¥0.00	¥0.00	¥0.00	¥0.00	¥0.00
PERMISSIVE TAX EXEMPTION	¥0.00	¥0.00	¥0.00	¥0.00	¥0.00
LEASE GRANT	¥0.00	¥0.00	¥0.00	¥0.00	¥0.00
OTHER	¥0.00	¥0.00	¥0.00	¥0.00	¥0.00
4. DESCRIBE THE TOP 3 GOALS FOR THE ORGANIZATION IN THE CURRENT YEAR.					
GOAL 1 Create networking opportunities for Chinese filmmakers and local filmmakers.					
DESCRIPTION One of our goals for the organization is to set a platform that helps create networking opportunities for Chinese filmmakers and local filmmakers.					



COMMUNITY GRANT APPLICATION

GOAL 2
 Represent China cinema and Chinese culture to Burnaby residents.

DESCRIPTION
 Chinese culture has been very marginalized in history and since Chinese people make up 34% of the population in Burnaby, let alone 20% of all of Greater Vancouver, we would like to bring light to its rich culture and gorgeous cinema.

GOAL 3
 Pursue Chinese productions to be filmed in BC. We want to strengthen the relationship and bring more filming opportunities from China to BC.

DESCRIPTION
 Throughout the years, VCFF has been able to create relationships with many Chinese filmmakers based in China and we would like to start bringing those productions to be filmed in BC.

5. PLEASE COMPLETE THE FOLLOWING

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	50	100
VOLUNTEER HOURS PER YEAR	1200	1500
NUMBER OF VOTING MEMBERS	2	2

6. HOW DOES YOUR ORGANIZATION WORK TO ENSURE THAT PROGRAMS AND SERVICES ARE ACCESSIBLE AND INCLUSIVE FOR ANYONE WHO HAS AN INTEREST REGARDLESS OF AGE, ABILITY, ORIENTATION, ETHNIC/CULTURAL BACKGROUND, SOCIO-ECONOMIC STATUS? PLEASE SHARE EXAMPLES AND SUCCESS STORIES OF INCLUSIVITY AND DIVERSITY WITHIN YOUR ORGANIZATION AND PROGRAMMING.

The program is to showcase the Chinese culture to the multicultural community and we are committed to provide a welcoming and inclusive environment for all staff, students, and guests of the department, regardless of age, color, disability, gender, gender expression, gender identity, socio-economic, national origin, race, religion, sex, sexual orientation, or veteran status. The staff and volunteers consists of people from different races and backgrounds.



COMMUNITY GRANT APPLICATION

SECTION G: INSURANCE AND ACKNOWLEDGEMENT*

<p>1. DOES YOUR ORGANIZATION HAVE GENERAL LIABILITY INSURANCE?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>2. IF YES, WHAT COVERAGE?</p> <p>N/A</p>
<p>3. IF AWARDED A GRANT, HOW WILL YOUR ORGANIZATION ACKNOWLEDGE THE CONTRIBUTION FROM THE CITY OF BURNABY?</p> <p>We will put the City of Burnaby logo on all posters, banners, and social media. We will be very grateful to have the help and support from Burnaby as one of our partners this year and give a special thank at the event. We will continue to host the event in the city of Burnaby annually.</p>



COMMUNITY GRANT APPLICATION

SECTION H: OPERATING BUDGET FOR ORGANIZATION or PROJECT/EVENT/PROGRAM**

1. PLEASE IDENTIFY IF YOU ARE PROVIDING INFORMATION FOR THE ENTIRE ORGANIZATION OR A SPECIFIC PROJECT/EVENT/PROGRAM <input type="radio"/> Organization <input checked="" type="radio"/> Project/Event/Program
2. FOR THE FISCAL YEAR 55,000
3. MONTH FISCAL YEAR BEGINS August 2023

REVENUES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	CURRENT YEAR CONFIRMED? Y/N	BRIEF DESCRIPTIONS/COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
FEDERAL GOVERNMENT (SPECIFY)				
1 N/A	N/A	N/A	N/A	N/A
2 N/A	N/A	N/A	N/A	N/A
3 N/A	N/A	N/A	N/A	N/A
PROVINCIAL GOVERNMENT (SPECIFY)				
1 N/A	N/A	N/A	N/A	N/A
2 N/A	N/A	N/A	N/A	N/A
3 N/A	N/A	N/A	N/A	N/A
LOCAL GOVERNMENT (SPECIFY)				
1 City of Burnaby	\$2,000	\$10,000	N/A	Burnaby Community Grant (if approved)
2 N/A	N/A	N/A	N/A	N/A
3 N/A	N/A	N/A	N/A	N/A
SPONSORSHIP (SPECIFY)				
1 N/A	N/A	N/A	N/A	N/A
2 N/A	N/A	N/A	N/A	N/A
3 N/A	N/A	N/A	N/A	N/A
EARNED REVENUE				
1 N/A	N/A	N/A	N/A	N/A
2 N/A	N/A	N/A	N/A	N/A
3 N/A	N/A	N/A	N/A	N/A
FUNDRAISING (NET REVENUE)	N/A	N/A	N/A	N/A
INDIVIDUAL DONATIONS	\$15,000	\$20,000	N/A	N/A
IN-KIND SOURCES	N/A	N/A	N/A	N/A
INVESTMENT INCOME	N/A	N/A	N/A	N/A
OTHER SOURCES (SPECIFY)	N/A	N/A	N/A	N/A
1 N/A	N/A	N/A	N/A	N/A
2 N/A	N/A	N/A	N/A	N/A
3 N/A	N/A	N/A	N/A	N/A
TOTAL REVENUE	\$17,000	\$30,000	N/A	N/A



COMMUNITY GRANT APPLICATION

EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE	\$0.00	\$5000.00	Given to performing artists
OFFICE SUPPLIES & EXPENSES	\$1201.10	\$2000.00	N/A
PROGRAM & EVENT SUPPLIES	\$8000.00	\$10000.00	Red carpet, projector, etc
ADVERTISING & PROMOTION	N/A	\$6000.00	Brochures
TRAVEL & VEHICLES EXPENSES	\$1377.97	\$3000.00	Renting U-haul
INTEREST AND BANK CHARGES	\$80.00	N/A	N/A
LICENCES, MEMBERSHIPS, & DUES	N/A	N/A	N/A
OCCUPANCY COSTS	\$1500.00	\$8000.00	Office rental cost, equipment rental
PROFESSIONAL & CONSULTING FEES	N/A	N/A	N/A
CAPITAL PURCHASES & IMPROVEMENTS	N/A	N/A	N/A
AMORTIZATION OF CAPITALIZED ASSETS	N/A	N/A	N/A
DONATION, GRANTS, & SCHOLARSHIP EXPENSE AS PART OF CHARITABLE ACTIVITIES	N/A	N/A	N/A
EDUCATION AND TRAINING FOR STAFF & VOLUNTEERS	\$2000.00	\$3000.00	Hiring professionals
CITY SERVICES EXPENSES (SPECIFY)			
1 N/A	N/A	N/A	N/A
2 N/A	N/A	N/A	N/A
3 N/A	N/A	N/A	N/A
OTHER EXPENSES (SPECIFY)			
1 Meals and entertainment	4010.48	\$6000.00	For invited guests
2 Employees payroll	\$15902.96	\$25000.00	N/A
3 N/A	N/A	N/A	N/A
4 N/A	N/A	N/A	N/A
5 N/A	N/A	N/A	N/A
TOTAL EXPENDITURES	\$31064.65	\$68,000.00	N/A
CURRENT SURPLUS (DEFICIT)	(\$25,262.94)	(\$12633.21)	N/A



COMMUNITY GRANT APPLICATION

SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME Burnaby Family Life Institute		
2. ORGANIZATION STREET ADDRESS 102-2101 Holdom Avenue, Burnaby V5B 0A4		
3. WEBSITE (IF APPLICABLE) www.burnabyfamilylife.org		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Constantine McQuade	PHONE (604) 659-2209	EMAIL cmcquade@burnabyfamilylife.org
5. ALTERNATIVE CONTACT PERSON		
NAME Navreen Gill	PHONE (604) 659-2208	EMAIL ngill@burnabyfamilylife.org

6. APPLICANT TYPE		
<input checked="" type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO 9115	DATE OF INCORPORATION 1971-02-12
<input type="radio"/> REGISTERED CHARITY	CHARITABLE NO 118821578	
<input type="radio"/> NATIONAL/INTERNATIONAL NON-PROFIT OPERATING LOCALLY	SOCIETY NO	DATE OF INCORPORATION
<input type="radio"/> SPORT OR RECREATION ORGANIZATION		
<input type="radio"/> OTHER	SPECIFY	

SECTION B: GRANT INFORMATION

1. ARE YOU? <input type="radio"/> New Applicant <input checked="" type="radio"/> Returning Applicant
2. SELECT THE KIND OF COMMUNITY GRANT YOU ARE APPLYING FOR: <input checked="" type="radio"/> General Grant (Operating) <input type="radio"/> General Grant (Programming) <input type="radio"/> Recreational Sport Grant <input type="radio"/> Fee Waiver
3. AMOUNT YOU ARE REQUESTING: \$ 20,000.00 <input type="checkbox"/> In-Kind (check if applicable)
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC.
5. IF YOU ARE A RETURNING APPLICANT AND ARE REQUESTING AN INCREASE OVER YOUR LAST YEAR GRANT AMOUNT AWARDED. PLEASE PROVIDE A RATIONALE FOR THE INCREASE.



COMMUNITY GRANT APPLICATION

6. IF YOU ARE APPLYING FOR A GENERAL OPERATING GRANT, DESCRIBE HOW THIS GRANT WILL BE USED TO OFFSET COSTS INCURRED TO OPERATE THE ORGANIZATION. PLEASE DETAIL THE NATURE OF OPERATING EXPENSES (SALARY, LEASE, UTILITIES, ETC.) AND SPECIFY THE TIME PERIOD DURING WHICH THE GRANT WILL BE USED.

Burnaby Family Life (BFL) is requesting support through the general operating grant to better meet the service needs of Burnaby residents across our nine locations. We are committed to enhance growth and development by providing childcare in six licensed centres, parenting support classes, individual support groups, family drop-ins programs, pregnancy outreach programs, family life education programs and counseling for women and children who have experienced trauma and abuse. BFL's programs and services aim to support children and families to acquire the skills they need to foster healthy families and communities.

CONTINUED APPENDIX A

7. IF APPLYING FOR AN OPERATING GRANT: DESCRIBE HOW THE ORGANIZATION BENEFITS RESIDENTS OF BURNABY AND APPROXIMATELY HOW MANY BURNABY RESIDENTS BENEFIT FROM THE ORGANIZATIONS INITIATIVES ON AN ANNUAL BASIS?

IF APPLYING FOR A PROGRAM GRANT: DESCRIBE HOW THIS PROJECT/EVENT/PROGRAM WILL BENEFIT RESIDENTS OF BURNABY (WHO WILL BENEFIT), HOW MANY BURNABY RESIDENTS WILL BE INVOLVED WITH OR BENEFIT FROM THE PROGRAM?*

BFL serves approximately 3,000 clients a year. BFL not only provides benefits for Burnaby residents through programs and services, but also through employment opportunities and volunteer opportunities. BFL was founded to support immigrating and struggling families facing new challenges, including lack of connection to community resources, poverty, and absence of gathering places where families could grow their networks. BFL's commitment to serving families and those in our community endures as we continue offering programs and services that foster a sense of belonging for all.

Applicants for General Operating Grants are not required to complete sections C, D, and E (marked with an asterisk *)

SECTION C: THE PROJECT/EVENT/PROGRAM*

1. NAME OF THE PROJECT/EVENT/PROGRAM	
2. PROJECT/EVENT/PROGRAM LOCATION (PHYSICAL STREET ADDRESS OR EVENT LOCATION)	
3. PROJECT/EVENT/PROGRAM START DATE	4. PROJECT/EVENT/PROGRAM END DATE

SECTION D: PURPOSE OF BENEFIT*

1. DESCRIBE THE PURPOSE OR GOAL OF THE PROJECT/EVENT/PROGRAM
2. DESCRIBE THE PROJECT/EVENT/PROGRAM AND THE ACTIVITIES

COMMUNITY GRANT APPLICATION



3. DESCRIBE HOW THE PROJECT/EVENT/PROGRAM ALIGNS WITH ONE OR MORE OF THE FOLLOWING (OFFICIAL COMMUNITY PLAN, SOCIAL SUSTAINABILITY STRATEGY, ECONOMIC DEVELOPMENT STRATEGY, ENVIRONMENTAL SUSTAINABILITY STRATEGY):

4. IDENTIFY YOUR COMMUNITY PARTNERS OR STAKEHOLDERS -- YOU MAY ALSO INCLUDE LETTERS OF SUPPORT FOR YOUR PROJECT/EVENT/PROGRAM FROM THESE GROUPS AS PART OF THE APPLICATION.

5. IF THE AMOUNT REQUESTED FROM THE CITY OF BURNABY IS NOT FULLY GRANTED, WHAT WOULD YOU DO TO MAKE UP THE DIFFERENCE AND/OR HOW WOULD YOU PROCEED DIFFERENTLY?

SECTION E: EVENT OUTCOMES*

1. HOW WILL YOU KNOW IF YOUR PROJECT/EVENT/PROGRAM REACHED ITS GOALS? (FOR EXAMPLE, A GOAL OF ENGAGING YOUTH IN ENVIRONMENTAL ACTIVITIES MIGHT INCLUDE REACHING A SET TARGET OF YOUTH PARTICIPANTS)

2. WHAT DATA AND FEEDBACK DO YOU COLLECT FROM YOUR AUDIENCE/PARTICIPANTS? HOW DO YOU EVALUATE YOUR PROGRAMS AND SERVICES?



COMMUNITY GRANT APPLICATION

Applicants for **Recreational Sport Grants** are not required to complete sections F, and H (marked by two asterisks **).

SECTION F: LONG TERM VIABILITY**

ATTENTION: The grant program is intended to support new organizations and encourage organizational self sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. WHAT ARE YOUR SOURCES OF REVENUE? WHAT PERCENTAGE OF TOTAL REVENUE DO THEY EACH REPRESENT?					
SOURCE OF REVENUE	% OF TOTAL REVENUE PREVIOUS YEAR		% OF TOTAL REVENUE CURRENT YEAR		
EARNED REVENUE (ALL TICKET SALES, REGISTRATION FEES, MEMBERSHIPS, ETC...)	17		21		
GRANTS (ALL FEDERAL, PROVINCIAL, MUNICIPAL, FOUNDATION AND GAMING GRANTS)	77		71		
DONATIONS AND SPONSORSHIPS (CASH)	1		3		
DONATIONS AND SPONSORSHIPS (IN-KIND)	1		1		
ALL DONATIONS (CASH/IN-KIND) PROVIDED BY THE CITY OF BURNABY	4		4		
2. WHAT OTHER SOURCES OF FUNDING ARE YOU CURRENTLY PURSUING? DOES THE ORGANIZATION HAVE A PLAN FOR DIVERSIFICATION AND INCREASE OF REVENUE OVER THE LONGER TERM? IF YES, PLEASE PROVIDE A COPY OF THE PLAN OR DESCRIBE THE PRIMARY OBJECTIVES AND STRATEGIES.					
We are constantly looking at the needs of the community, our ability to respond to these emerging needs and opportunities to increase our capacity of services. As we expand our reach of programs and services, BFL consistently seeks available funding opportunities. Burnaby Family Life believes that regular fundraising is needed to be financially sustainable.					
3. PLEASE IDENTIFY THE CASH VALUE (\$) OF ALL CITY OF BURNABY CONTRIBUTIONS YOUR ORGANIZATION/PROGRAM/EVENT HAS RECEIVED FROM THE CITY OF BURNABY OVER THE PAST THREE (3) YEARS. ADDITIONALLY, PLEASE INDICATE ANY OTHER CITY OF BURNABY GRANT OPPORTUNITIES YOU WILL BE PURSUING IN THE CURRENT YEAR. FAILURE TO IDENTIFY CITY OF BURNABY CONTRIBUTIONS MAY AFFECT YOUR ELIGIBILITY FOR GRANTS IN THE PRESENT YEAR AND IN THE FUTURE.					
	3 YEARS AGO	2 YEARS AGO	1 YEAR AGO	CURRENT YEAR	
				AWARDED	REQUESTED
GRANT - CASH	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00		\$ 20,000.00
GRANT - IN-KIND					
PERMISSIVE TAX EXEMPTION					
LEASE GRANT	\$ 68,725.00	\$ 69,887.00	\$ 69,887.00	\$ 69,887.00	
OTHER					
4. DESCRIBE THE TOP 3 GOALS FOR THE ORGANIZATION IN THE CURRENT YEAR.					
GOAL 1					
Goal: Deeper impact in the lives of families and individuals					
DESCRIPTION					
Respond to the evolving needs of individuals within the community of Burnaby through our program and services offerings. BFL also aims to strengthen leadership within the social service sector and have an even stronger presence in the community of Burnaby.					



COMMUNITY GRANT APPLICATION

GOAL 2
 Goal: Build internal systems that support service delivery

DESCRIPTION
 BFL continues to strengthen our IT infrastructure and provide opportunities for the implementation of new technologies and increased efficiencies in the organization as well as programs and services.

GOAL 3
 Goal: Create equity, diversity and inclusion by actively listening and learning

DESCRIPTION
 Cultivate genuine and authentic opportunities within our organization to understand the impact of our actions and behaviours, and seek ways to truly engage, listen and learn from those that have been historically oppressed. BFL will intentionally lead and influence social change within the community.

5. PLEASE COMPLETE THE FOLLOWING

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	50	85
VOLUNTEER HOURS PER YEAR	1,200	3,500
NUMBER OF VOTING MEMBERS	40	45

6. HOW DOES YOUR ORGANIZATION WORK TO ENSURE THAT PROGRAMS AND SERVICES ARE ACCESSIBLE AND INCLUSIVE FOR ANYONE WHO HAS AN INTEREST REGARDLESS OF AGE, ABILITY, ORIENTATION, ETHNIC/CULTURAL BACKGROUND, SOCIO-ECONOMIC STATUS? PLEASE SHARE EXAMPLES AND SUCCESS STORIES OF INCLUSIVITY AND DIVERSITY WITHIN YOUR ORGANIZATION AND PROGRAMMING.

BFL brings over 50 years of extensive experience in culturally safe and diversity-oriented programs and child care services and has always taken a leadership role in Burnaby when it comes to supporting newcomers. BFL has been the lead organization for the Burnaby Intercultural Planning Table (BIPT), which is the vehicle for the Local Immigration Partnership. Reflective of the values and beliefs of the organization, Burnaby Family Life's board is composed of individuals that reflect the diversity of Burnaby and the communities we serve. We believe that a diverse range of leaders allows for diversity of viewpoints that come from different life experiences and cultural backgrounds that strengthen board deliberations and decision-making. BFL has adopted internal policies to support diversity and inclusion. CONTINUE APPENDIX B



COMMUNITY GRANT APPLICATION

SECTION G: INSURANCE AND ACKNOWLEDGEMENT*

1. DOES YOUR ORGANIZATION HAVE GENERAL LIABILITY INSURANCE?

Yes No

2. IF YES, WHAT COVERAGE?

\$10,000,000 General Liability Insurance
BFL has commercial insurance coverage from April 1, 2022 to April 1, 2024
Total insured value and limit of Liability is \$1,136,878 including business interruptions \$248K, contents 386K and extra expenses 428K.
Boiler and Machinery Insurance/Equipment Breakdown Insurance limit of Liability \$799K
Professional and General Liability Insurance limit of liability not to exceed \$20 Million (Covers Buildings/Contents Replacement, Bylaw Coverage, Directors and Officers liability, Bodily Injury, Personal Injury, Property Damage, Tenant's Legal Liability, Cross Liability Clause, Non-Owned Automobile

3. IF AWARDED A GRANT, HOW WILL YOUR ORGANIZATION ACKNOWLEDGE THE CONTRIBUTION FROM THE CITY OF BURNABY?

We will acknowledge the City of Burnaby with our other funders in our annual report, at our AGM, on social media when applicable, through internal communication, and other external communications as applicable.



COMMUNITY GRANT APPLICATION

SECTION H: OPERATING BUDGET FOR ORGANIZATION or PROJECT/EVENT/PROGRAM**

1. PLEASE IDENTIFY IF YOU ARE PROVIDING INFORMATION FOR THE ENTIRE ORGANIZATION OR A SPECIFIC PROJECT/EVENT/PROGRAM
 Organization Project/Event/Program

2. FOR THE FISCAL YEAR
 2022-2023

3. MONTH FISCAL YEAR BEGINS
 April

REVENUES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	CURRENT YEAR CONFIRMED? Y/N	BRIEF DESCRIPTIONS/COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
FEDERAL GOVERNMENT (SPECIFY)				
1 IRCC	694489	916742	Y	MovingAhead, LINC, MosaicLINC, LIP
2 PHAC	660392	660392	Y	CAPC, PHAC
3				
PROVINCIAL GOVERNMENT (SPECIFY)				
1 Ministry of Public Safety	395670	395670	Y	Counseling
2 Fraser Health	197173	229797	Y	Counseling STV, POP
3 MCFD/ Gaming	1237152	1019384	Y	FLE, FRP, Childcare, Gaming
LOCAL GOVERNMENT (SPECIFY)				
1 City of Burnaby	18000	18000	Y	Administration
2 Burnaby School District	472981	475315	Y	Windsor, Edmonds LINC
3				
SPONSORSHIP (SPECIFY)				
1				
2				
3				
EARNED REVENUE				
1 Childcare client fees	736932	918608	Y	Montecito, Morley, BS childcare
2				
3				
FUNDRAISING (NET REVENUE)	27577	0	N	
INDIVIDUAL DONATIONS				
IN-KIND SOURCES				
INVESTMENT INCOME				
OTHER SOURCES (SPECIFY)				
1 CAT program	88315	80000	Y	
2 Misc (BC Center for Ability)	29828		N	
3 other- CPNP	195588	99690		
TOTAL REVENUE	4754097	4813598		



COMMUNITY GRANT APPLICATION

EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE	3626182	3649337	salaries, benefits, RRSP
OFFICE SUPPLIES & EXPENSES	37376	39225	various items
PROGRAM & EVENT SUPPLIES	152023	284405	
ADVERTISING & PROMOTION	5739	4863	focused on programs advertising
TRAVEL & VEHICLES EXPENSES	12151	33442	
INTEREST AND BANK CHARGES			
LICENCES, MEMBERSHIPS, & DUES	46575	36813	various licenses
OCCUPANCY COSTS	163351	156325	maintenance, insurance
PROFESSIONAL & CONSULTING FEES	30762	15000	contractor for professional serv
CAPITAL PURCHASES & IMPROVEMENTS			
AMORTIZATION OF CAPITALIZED ASSETS	31445	2700	
DONATION, GRANTS, & SCHOLARSHIP EXPENSE AS PART OF CHARITABLE ACTIVITIES			
EDUCATION AND TRAINING FOR STAFF & VOLUNTEERS	28702	24491	
CITY SERVICES EXPENSES (SPECIFY)			
1			
2			
3			
OTHER EXPENSES (SPECIFY)			
1 Payment to contracted agencies	462887	515931	CAPC funding for POP
2 Contract IT support	61326	101535	IT
3			
4			
5			
TOTAL EXPENDITURES	4658519	4864067	
CURRENT SURPLUS (DEFICIT)	95578	-50469	



APPENDIX A:

6. IF YOU ARE APPLYING FOR A GENERAL OPERATING GRANT, DESCRIBE HOW THIS GRANT WILL BE USED TO OFFSET COSTS INCURRED TO OPERATE THE ORGANIZATION. PLEASE DETAIL THE NATURE OF OPERATING EXPENSES (SALARY, LEASE, UTILITIES, ETC.) AND SPECIFY THE TIME PERIOD DURING WHICH THE GRANT WILL BE USED.

Continued...

Over the past two years, BFL has changed the way many of our programs operate, with an increased reliance on technology to better connect with our clients and extend our reach of service. Additionally, there have been modifications to our operations requiring an increase in administrative support to ensure seamless services within the organization that extends beyond current funding structures. BFL proudly offers services and programs that meet the emerging needs of the community, and these funds will help not only support our current clients, but also help us continue reaching the larger Burnaby community.

The general operating grant funds will be used within our 2023-2024 fiscal year in various ways to offset costs incurred. BFL offers year-round programming six days a week during the morning, afternoon, and evening. The funds will be used to support the increased administrative costs required in:

- Maintaining new online registration platforms for programming
- Continual updates on our website and social media to reflect increased programming options and to better reach the Burnaby community
- Increased insurances required for extending programming into accessible community spaces
- Staffing costs related to bringing in additional administrative support
- Increase volunteer opportunities within the organization for Burnaby residents
- Offset rising costs in supplies
- Offset increased cost of food within programs

Across our diverse population BFL has used food to bring people together within programming and at this time, we are experiencing issues of food security within our population, and additional funds would enable us to continue providing healthy snacks for families and children.

APPENDIX B:

6. HOW DOES YOUR ORGANIZATION WORK TO ENSURE THAT PROGRAMS AND SERVICES ARE ACCESSIBLE AND INCLUSIVE FOR ANYONE WHO HAS AN INTEREST REGARDLESS OF AGE, ABILITY, ORIENTATION, ETHNIC/CULTURAL BACKGROUND, SOCIO-ECONOMIC STATUS? PLEASE SHARE EXAMPLES AND SUCCESS STORIES OF INCLUSIVITY AND DIVERSITY WITHIN YOUR ORGANIZATION AND PROGRAMMING.

Continued...

BFL is committed to hiring employees who represent the cultural diversity and first languages of our population. The primary focus of employment equity is the prevention, identification, and removal of discriminatory barriers in our recruitment, hiring, training, retention, career pathing, promotion, and fair compensation practices.

Every one of our programs has had to adapt to Burnaby's changing demographics. We have worked very hard, for many years, to hire a staff team that represent the cultural diversity of Burnaby. Collectively our staff speak more than 39 different languages and we have adapted programming to reflect the municipality's cultural diversity.

In our delivery of programs and services, we have developed programming that recognizes the cultural diversity of our families and the community. We understand that it is more than celebrating holidays from various cultures but understanding them and integrating them into our everyday activities. Our staff often support newcomers, both individuals and parents adjusting to the parenting expectations and norms here in Canada particularly when they significantly differ from the family's country of origin.

Through the programs that we provide, the relationships made, and the tools learned continue into the community of Burnaby. They lead individuals to further integration into their community and to actively engage in their community. Through their experience in the program, we want individuals and families to be able to feel a part of Canadian society and appreciate the value of multicultural diversity.

We also conduct a regular accessibility assessment at all our sites and look at several factors that could limit access. We look at everything from physical accessibility issues to economic factors and transportation access by providing bus tickets to clients. This translates into a report that offers some recommendations to address identified barriers and is followed up on over the year.



23.51.O The Maple Leaf Singers COMMUNITY GRANT APPLICATION

SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME THE MAPLE LEAF SINGERS		
2. ORGANIZATION STREET ADDRESS no physical address but our base is in Burnaby for rehearsals (we have a mailing address)		
3. WEBSITE (IF APPLICABLE) mapleleafsingers.com		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Alma Relkie	PHONE (604) 985-1489	EMAIL almaruthnorth@gmail.com
5. ALTERNATIVE CONTACT PERSON		
NAME Jan Robinson	PHONE (604) 684-3992	EMAIL jan_robinson@shaw.ca
6. APPLICANT TYPE		
<input type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO	DATE OF INCORPORATION
<input checked="" type="radio"/> REGISTERED CHARITY	CHARITABLE NO S0010361	
<input type="radio"/> NATIONAL/INTERNATIONAL NON-PROFIT OPERATING LOCALLY	SOCIETY NO	DATE OF INCORPORATION
<input type="radio"/> SPORT OR RECREATION ORGANIZATION		
<input type="radio"/> OTHER	SPECIFY	

SECTION B: GRANT INFORMATION

1. ARE YOU? <input checked="" type="radio"/> New Applicant <input type="radio"/> Returning Applicant
2. SELECT THE KIND OF COMMUNITY GRANT YOU ARE APPLYING FOR. <input checked="" type="radio"/> General Grant (Operating) <input type="radio"/> General Grant (Programming) <input type="radio"/> Recreational Sport Grant <input type="radio"/> Fee Waiver
3. AMOUNT YOU ARE REQUESTING: \$ 7,100.00 <input type="checkbox"/> In-Kind (check if applicable)
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC. \$ 28,399.00
5. IF YOU ARE A RETURNING APPLICANT AND ARE REQUESTING AN INCREASE OVER YOUR LAST YEAR GRANT AMOUNT AWARDED. PLEASE PROVIDE A RATIONALE FOR THE INCREASE.



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6. IF YOU ARE APPLYING FOR A GENERAL OPERATING GRANT, DESCRIBE HOW THIS GRANT WILL BE USED TO OFFSET COSTS INCURRED TO OPERATE THE ORGANIZATION. PLEASE DETAIL THE NATURE OF OPERATING EXPENSES (SALARY, LEASE, UTILITIES, ETC.) AND SPECIFY THE TIME PERIOD DURING WHICH THE GRANT WILL BE USED.

Our fiscal year is August 1st - July 31st. Our program over the year entails a myriad of expense - we own a truck which is needed to transport our sound equipment and risers to various venues for our performances. Expenses for this include insurance, storage, maintenance. We also maintain a storage locker for costumes, props, music library at a very high cost. Other costs for the program include sheet music, sound equipment, conductor and accompanist fees, rehearsal venue rental among others. To offset these expenses we conduct various fundraisers, charge members dues and apply for grants.

7. IF APPLYING FOR AN OPERATING GRANT: DESCRIBE HOW THE ORGANIZATION BENEFITS RESIDENTS OF BURNABY AND APPROXIMATELY HOW MANY BURNABY RESIDENTS BENEFIT FROM THE ORGANIZATIONS INITIATIVES ON AN ANNUAL BASIS?

IF APPLYING FOR A PROGRAM GRANT: DESCRIBE HOW THIS PROJECT/EVENT/PROGRAM WILL BENEFIT RESIDENTS OF BURNABY (WHO WILL BENEFIT), HOW MANY BURNABY RESIDENTS WILL BE INVOLVED WITH OR BENEFIT FROM THE PROGRAM?

We have rented facilities at the Burnaby Lake Pavilion for many years. Due to the proposed increase in rental fees we will now be rehearsing at Jubilee United Church, also in Burnaby. Our members come from various cities in the lower mainland and a large percentage of the membership resides in Burnaby. We value our connections to various organizations - we perform annually with a Christmas show at Lougheed Mall and recently performed at Walk for the Cure event in Central Park. In the past we have put shows on for folks at Bonsor Community Centre, Courtyard Terrace, Gilmore Place, Derby Manor and Carlton Villa.

Applicants for General Operating Grants are not required to complete sections C, D, and E (marked with an asterisk *)

SECTION C: THE PROJECT/EVENT/PROGRAM*

Form with 4 fields: 1. NAME OF THE PROJECT/EVENT/PROGRAM, 2. PROJECT/EVENT/PROGRAM LOCATION (PHYSICAL STREET ADDRESS OR EVENT LOCATION), 3. PROJECT/EVENT/PROGRAM START DATE, 4. PROJECT/EVENT/PROGRAM END DATE

SECTION D: PURPOSE OF BENEFIT*

Form with 2 fields: 1. DESCRIBE THE PURPOSE OR GOAL OF THE PROJECT/EVENT/PROGRAM, 2. DESCRIBE THE PROJECT/EVENT/PROGRAM AND THE ACTIVITIES



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3. DESCRIBE HOW THE PROJECT/EVENT/PROGRAM ALIGNS WITH ONE OR MORE OF THE FOLLOWING (OFFICIAL COMMUNITY PLAN, SOCIAL SUSTAINABILITY STRATEGY, ECONOMIC DEVELOPMENT STRATEGY, ENVIRONMENTAL SUSTAINABILITY STRATEGY):

4. IDENTIFY YOUR COMMUNITY PARTNERS OR STAKEHOLDERS – YOU MAY ALSO INCLUDE LETTERS OF SUPPORT FOR YOUR PROJECT/EVENT/PROGRAM FROM THESE GROUPS AS PART OF THE APPLICATION.

5. IF THE AMOUNT REQUESTED FROM THE CITY OF BURNABY IS NOT FULLY GRANTED, WHAT WOULD YOU DO TO MAKE UP THE DIFFERENCE AND/OR HOW WOULD YOU PROCEED DIFFERENTLY?

SECTION E: EVENT OUTCOMES*

1. HOW WILL YOU KNOW IF YOUR PROJECT/EVENT/PROGRAM REACHED ITS GOALS? (FOR EXAMPLE, A GOAL OF ENGAGING YOUTH IN ENVIRONMENTAL ACTIVITIES MIGHT INCLUDE REACHING A SET TARGET OF YOUTH PARTICIPANTS)

2. WHAT DATA AND FEEDBACK DO YOU COLLECT FROM YOUR AUDIENCE/PARTICIPANTS? HOW DO YOU EVALUATE YOUR PROGRAMS AND SERVICES?



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Applicants for **Recreational Sport Grants** are not required to complete sections F, and H (marked by two asterisks **).

SECTION F: LONG TERM VIABILITY**

ATTENTION: The grant program is intended to support new organizations and encourage organizational self sufficiency, while creating a framework of financial sustainability rather than using City resources as an indefinite funding source. It is requested that your organization develop a diverse funding income base and seek alternative methods for self-sufficiency to ensure your organization's long-term operational sustainability.

1. WHAT ARE YOUR SOURCES OF REVENUE? WHAT PERCENTAGE OF TOTAL REVENUE DO THEY EACH REPRESENT?					
SOURCE OF REVENUE	% OF TOTAL REVENUE PREVIOUS YEAR		% OF TOTAL REVENUE CURRENT YEAR		
EARNED REVENUE (ALL TICKET SALES, REGISTRATION FEES, MEMBERSHIPS, ETC...)	86		44		
GRANTS (ALL FEDERAL, PROVINCIAL, MUNICIPAL, FOUNDATION AND GAMING GRANTS)	4		29		
DONATIONS AND SPONSORSHIPS (CASH)	10		27		
DONATIONS AND SPONSORSHIPS (IN-KIND)					
ALL DONATIONS (CASH/IN-KIND) PROVIDED BY THE CITY OF BURNABY					
2. WHAT OTHER SOURCES OF FUNDING ARE YOU CURRENTLY PURSUING? DOES THE ORGANIZATION HAVE A PLAN FOR DIVERSIFICATION AND INCREASE OF REVENUE OVER THE LONGER TERM? IF YES, PLEASE PROVIDE A COPY OF THE PLAN OR DESCRIBE THE PRIMARY OBJECTIVES AND STRATEGIES.					
We have applied for a Community Gaming Grant from the Province of BC. We have also applied for a grant from Canadian Red Cross Community Services Recovery Fund. The Community Gaming Grant result is unknown at this time. We were not successful with the grant from the Canadian Red Cross Community Services Recovery Fund.					
3. PLEASE IDENTIFY THE CASH VALUE (\$) OF ALL CITY OF BURNABY CONTRIBUTIONS YOUR ORGANIZATION/PROGRAM/EVENT HAS RECEIVED FROM THE CITY OF BURNABY OVER THE PAST THREE (3) YEARS. ADDITIONALLY, PLEASE INDICATE ANY OTHER CITY OF BURNABY GRANT OPPORTUNITIES YOU WILL BE PURSUING IN THE CURRENT YEAR. FAILURE TO IDENTIFY CITY OF BURNABY CONTRIBUTIONS MAY AFFECT YOUR ELIGIBILITY FOR GRANTS IN THE PRESENT YEAR AND IN THE FUTURE.					
	3 YEARS AGO	2 YEARS AGO	1 YEAR AGO	CURRENT YEAR	
				AWARDED	REQUESTED
GRANT - CASH	\$ 0.00	\$ 0.00	\$ 0.00		\$ 7,100.00
GRANT - IN-KIND					
PERMISSIVE TAX EXEMPTION					
LEASE GRANT					
OTHER					
4. DESCRIBE THE TOP 3 GOALS FOR THE ORGANIZATION IN THE CURRENT YEAR.					
GOAL 1 To increase membership and encourage more diversity.					
DESCRIPTION					
Advertise the opportunity in various student associations, community outreach organizations, etc.					



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GOAL 2
Increase visibility in the community.

DESCRIPTION
Perform in new venues with a varied demographic.

GOAL 3
Improve our financial stability.

DESCRIPTION
Increasing our membership will generate an increase in dues revenue and attendance at shows (as members are responsible for selling tickets to their families and friends).

5. PLEASE COMPLETE THE FOLLOWING

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	60	27
VOLUNTEER HOURS PER YEAR	6,000	2,700
NUMBER OF VOTING MEMBERS	60	27

6. HOW DOES YOUR ORGANIZATION WORK TO ENSURE THAT PROGRAMS AND SERVICES ARE ACCESSIBLE AND INCLUSIVE FOR ANYONE WHO HAS AN INTEREST REGARDLESS OF AGE, ABILITY, ORIENTATION, ETHNIC/CULTURAL BACKGROUND, SOCIO-ECONOMIC STATUS? PLEASE SHARE EXAMPLES AND SUCCESS STORIES OF INCLUSIVITY AND DIVERSITY WITHIN YOUR ORGANIZATION AND PROGRAMMING.

We are proud to be an inclusive group and membership is open to anyone who just wants to sing and be part of a group who share that desire and makes the commitment. Please refer to our website mapleleafsigners.com for further information. Our membership is a diverse group, culturally, ethnically and of various orientations.



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SECTION G: INSURANCE AND ACKNOWLEDGEMENT*

1. DOES YOUR ORGANIZATION HAVE GENERAL LIABILITY INSURANCE?

Yes

No

2. IF YES, WHAT COVERAGE?

\$5,000,000

3. IF AWARDED A GRANT, HOW WILL YOUR ORGANIZATION ACKNOWLEDGE THE CONTRIBUTION FROM THE CITY OF BURNABY?

We will acknowledge this on all publicized material.



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SECTION H: OPERATING BUDGET FOR ORGANIZATION or PROJECT/EVENT/PROGRAM**

1. PLEASE IDENTIFY IF YOU ARE PROVIDING INFORMATION FOR THE ENTIRE ORGANIZATION OR A SPECIFIC PROJECT/EVENT/PROGRAM <input checked="" type="radio"/> Organization <input type="radio"/> Project/Event/Program
2. FOR THE FISCAL YEAR 2023-24
3. MONTH FISCAL YEAR BEGINS August 1, 2023

REVENUES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	CURRENT YEAR CONFIRMED? Y/N	BRIEF DESCRIPTIONS/COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
FEDERAL GOVERNMENT (SPECIFY)				
1				
2				
3				
PROVINCIAL GOVERNMENT (SPECIFY)				
1 Gaming Grant		10000	N	Program, 2022-23
2				
3				
LOCAL GOVERNMENT (SPECIFY)				
1 City of New Westminster	1289			
2				
3				
SPONSORSHIP (SPECIFY)				
1				
2				
3				
EARNED REVENUE				
1				
2				
3				
FUNDRAISING (NET REVENUE)	9317	2880	N	Purdys, Fundscrip, 50/50, ReturnIt
INDIVIDUAL DONATIONS	1005	8172	N	unusual donation of conductor fees
IN-KIND SOURCES				unusual donation of conductor fees
INVESTMENT INCOME				
OTHER SOURCES (SPECIFY)				
1 Spring show	9950	3358	N	
2 Donations (Seniors Homes)	2350	1500	Y	
3 Membership Dues	10690	6420	Y	
TOTAL REVENUE	34601	32330		



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EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE			
OFFICE SUPPLIES & EXPENSES	246	122	Office, postage, bank fees
PROGRAM & EVENT SUPPLIES		156	
ADVERTISING & PROMOTION	798	1123	Adobe subscri, photos, videos
TRAVEL & VEHICLES EXPENSES	7306	6115	
INTEREST AND BANK CHARGES			
LICENCES, MEMBERSHIPS, & DUES	301	334	
OCCUPANCY COSTS		2241	
PROFESSIONAL & CONSULTING FEES	10375	8471	Conductor & accompanist fees
CAPITAL PURCHASES & IMPROVEMENTS		1191	Sound equipment
AMORTIZATION OF CAPITALIZED ASSETS			
DONATION, GRANTS, & SCHOLARSHIP EXPENSE AS PART OF CHARITABLE ACTIVITIES			
EDUCATION AND TRAINING FOR STAFF & VOLUNTEERS			
CITY SERVICES EXPENSES (SPECIFY)			
1			
2 Liability Insurance	2400	2240	
3			
OTHER EXPENSES (SPECIFY)			
1 Equipment Storage	4252	5529	
2 Music, Costume & Props	4019	275	
3 Website	354	288	
4 Mailbox Rental	221	283	
5 Social	1932	31	
TOTAL EXPENDITURES	32204	28399	
CURRENT SURPLUS (DEFICIT)	2397	3931	