

REGIONAL DISTRICT OF NANAIMO
COMMUNITY GRANTS COMMITTEE
AGENDA

Friday, September 28, 2018

1:30 P.M.

Committee Room

This meeting will be recorded

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8. BUSINESS ARISING FROM DELEGATIONS

9. NEW BUSINESS

10. ADJOURNMENT

REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE COMMUNITY GRANTS COMMITTEE MEETING

Tuesday, October 10, 2017
4:50 P.M.

Committee Room
and Reconvened

Tuesday, October 24, 2017
6:00 P.M.

Committee Room

In Attendance:	Director M. Young	Chair
	Director M. Lefebvre	City of Parksville
	Director T. Westbroek	Town of Qualicum Beach

Also in Attendance:	Director B. Rogers	Electoral Area E
	P. Carlyle	Chief Administrative Officer
	W. Idema	Director of Finance
	J. Hill	Mgr. Administrative Services
	T. Moore	Mgr. Accounting Services
	C. Golding	Recording Secretary

CALL TO ORDER

The Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

APPROVAL OF THE AGENDA

It was moved and seconded that the Agenda be approved as presented.

CARRIED UNANIMOUSLY

INFORMATION ITEMS

It was moved and seconded that the following items be received for information:

Community Grants Committee - Terms of Reference

Policy No. A1-30 - Community Grants and Criteria

CARRIED UNANIMOUSLY

REPORTS

Applications for Community Grants

A preliminary review of the applications was completed by the committee.

RECESS

It was moved and seconded that the Community Grants Committee meeting recess and reconvene at 6:00 pm, Tuesday, October 24, 2017 in the Regional District of Nanaimo Committee Room.

CARRIED UNANIMOUSLY

TIME: 5:53 PM

RECONVENE

Location: Committee Room, Regional District of Nanaimo Administration Building

Date: October 24, 2017

Time: 6:00 PM

In Attendance:	Director M. Young	Chair
	Director M. Lefebvre	City of Parksville
	Director T. Westbroek	Town of Qualicum Beach

Also in Attendance:	Director B. Rogers	Electoral Area E
	Director I. Thorpe	City of Nanaimo
	P. Carlyle	Chief Administrative Officer
	W. Idema	Director of Finance
	J. Hill	Mgr. Administrative Services
	T. Moore	Mgr. Accounting Services
	C. Golding	Recording Secretary

It was moved and seconded that the Community Grants Committee meeting of October 10, 2017, reconvene.

CARRIED UNANIMOUSLY

It was moved and seconded that the following Community Grants be included in the 2018 Budget:

BC SPCA – Parksville-Qualicum Beach & District Branch – low cost Spay/Neuter Program	\$200
Coastal Invasive Species Committee Society – “Knot on My Property” Program <i>(Subject to entering into a monitoring agreement)</i>	\$17,000
ECHO Players Society – replacement of HVAC system	\$7,500

Errington War Memorial Hall Association – construction of additional storage space including survey work, permitting, excavating, electrical work, and plumbing	*\$0
Forward House Community Society – Phase II ‘Moving Forward with Accessibility’ – bathroom renovation	\$7,000
Friends of the Morden Mine – stabilize the tibble and headframe	\$0
Gabriola Agricultural Association – kitchen supplies, other supplies, canopies and portable restrooms for “Farm to Table Feast” event	\$0
Gabriola Arts Council – support for 10 th Annual Gabriola Theatre Festival - marketing & promotion, brochures, venue & technical rental costs, and to offset fees paid to the technical crew	\$0
Gabriola Community Bus Foundation (GERTIE) – funds to purchase a second bus	*\$0
Habitat for Humanity Mid-Vancouver Island Society – print and stationery materials, projector and screen for homeownership program	\$3,000
Inclusion Parksville Society – permanent picnic table with pad, food, beverage, marketing for Summer Barbeque and Community Inclusion Month Dance	\$2,500
Island Futures Society – thermal imaging camera	\$1,000
Lighthouse Community Centre Society – roof replacement	*\$0
Lighthouse Country Marine Rescue Society – night vision binoculars	\$3,000
Mount Arrowsmith Pipe Band Association – Phase I of band equipment and uniform replacement	\$2,000
Mudge Island Citizen's Society – purchase of 6 VHF radios, chargers, microphones and radio channels	\$3,100
Nanaimo Disability Resource Centre – Seniors Resource Card	\$1,300
Nanaimo Foodshare Society – Food Security Assessment and Action Initiative – region wide project to assess food security in the region	\$2,500
Nanaimo Unique Kids Organization – down payment for purchase of property for new home for the Organization	\$0
Nanaimo Women's Resources Society – “Small Ghosts” theatre production	\$2,500
North Island Wildlife Recovery Association – rental of tent and minivans for Mushroom Festival	\$0
Oceanside Hospice Society – Grief Counselling Program – to pay salaries of on-call counsellors	\$0
People for a Healthy Community on Gabriola Island Society – Staying in Touch Program	\$1,500
People In Pain Network Society – office equipment and tablets for leaders and assistants	**td
Qualicum Beach Streamkeepers Society – Faye Smith Memorial Interpretive Centre	\$2,500

Radio Malaspina Society – enhance volunteer participation in operations & programming and replacing broadcast, production and administrative equipment	\$0
Royal Canadian Legion – Bowser and Area Branch #211 – Canada Day Celebration	\$490
Royal Canadian Legion – Qualicum Beach Branch #76 – replace food cooler	\$1,500
Royal Canadian Legion – Mount Arrowsmith Branch #49 – purchase and installation of refrigerator	\$2,000
The HOPE Centre – gymnastic mats	\$750
Tozan Cultural Society – improving and expanding small kiln	\$1,000
Vancouver Island North Film Commission – support the attraction and facilitation of the film and television sector	***\$0
Westcoast Society of Compassionate Friends – funding of Candle Lighting Memorial Service, Summer Balloon Release & Family Picnic	\$0
Total	****\$62,340

CARRIED UNANIMOUSLY

- * referred to Community Works Fund
- ** pending information from Island Health – grant request is for \$10,000
- *** referred to Regional Economic Development Service (to be established per Board direction)
- **** plus grant amount awarded to People In Pain Network Society pending Board direction

ADJOURNMENT

It was moved and seconded that this meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 6:28 PM

CHAIR

REGIONAL DISTRICT OF NANAIMO

**COMMUNITY GRANTS COMMITTEE
TERMS OF REFERENCE**

June 2017

PURPOSE:

The role of the Community Grants Committee is to review grant applications received from registered non-profit organizations in the Regional District of Nanaimo (RDN), once a year, and make recommendations to the RDN Board. (See RDN Board Policy No. A1.30)

COMMITTEE ROLES AND RESPONSIBILITIES:

The Community Grants Committee will meet to review and provide comments and recommendations to the RDN Board of Directors concerning individual Community Grant applications received from registered non-profit organizations that provide a social enrichment service to the community.

Applications are submitted for grants as per the approved RDN Community Grants Policy.

MEMBERSHIP:

- The Committee is comprised of three RDN directors from the RDN Board.
- The Committee members and Chair will be appointed annually by the RDN Board Chair.

MEETINGS:

- The Committee will meet annually in October.
- A quorum of two of the Committee membership is required to conduct Committee business.
- Staff will be assigned to support the Committee including the coordination of agendas, minutes and staff contacts for Committee members.

SUBJECT:	<i>Community Grants</i>	POLICY NO: A1.30 CROSS REF.:
EFFECTIVE DATE:	June 27, 2017	APPROVED BY: Board
REVISION DATE:		PAGE: 1 of 4

PURPOSE

To establish criteria for the Regional Board and the Community Grants Committee to evaluate community grant program requests.

POLICY

The Regional District of Nanaimo provides community grant funding in order to assist registered non-profit organizations to provide social programs and services that serve a local community or provide a regional benefit. The organization must provide a social enrichment service and demonstrate that the service fills a need in the community. It is the desire of the Regional District that organizations strive for financial independence, therefore financial need must be demonstrated and an application must be submitted in the form approved. Continuing support should not be anticipated.

A Community Grants Committee will be established to review applications for grants and make recommendations to the Board for applications to be considered in conjunction with the following year’s budget. The Committee membership will be in accordance with the Community Grants Committee Terms of Reference.

GENERAL COMMUNITY GRANTS PROCEDURES

1. Grant applications are only considered from registered non-profit organizations.
2. Community Grants are supported for the following general uses:
 - (a) Requests showing a significant benefit to the Regional District or specific area within the Regional District including but not limited to:
 - promoting volunteer participation and citizen involvement;
 - the use of new approaches and techniques in the solution of community needs;
 - activities/programs that are accessible to a large portion of the community’s residents such as special events;
 - (b) Start-up costs for new organizations or new programs;
 - (c) Volunteer training;
 - (d) Capital costs for equipment or improvements to organization owned facilities, this includes improvements that provide additional service to the community or that extend the life of the facility and may include permanent fixtures attached to the facility.

3. Community Grants are not available for:
 - (a) Annual operating expenses such as leases, rent, utility bills, insurance and office operating costs;
 - (b) Wages, salaries or other fees for service (remuneration);
 - (c) Capital improvements to rented or leased premises;
 - (d) Private enterprise.
4. The Regional District will advertise an opportunity to apply for Community Grants with a deadline of the last Friday in August. The Community Grants application form must be submitted in the form approved.
5. Applicants will be notified in writing as to whether or not their request has been successful and, if successful, the amount they will receive.
6. Successful recipients must notify the Regional District in writing once the grant monies have been spent and provide brief details on how the money was used. Future applications from recipients not fulfilling this requirement will be rejected.
7. Community Grant requests will be considered within the criteria under this policy and relative to the overall objectives of the programs and services provided by the Regional District.

Community Grants Criteria

The Regional District of Nanaimo awards grant funding to organizations to use for social programs and services in the Regional District. Grant applications are only considered from registered non-profit organizations that meet the following criteria.

1. Community Grants are for the following general uses:
 - (a) requests showing a significant benefit to the Regional District of Nanaimo or a specific area within the Regional District including, but not limited to:
 - the promotion of volunteer participation and citizen involvement;
 - the use of new approaches and techniques in the solution of community needs;
 - activities/programs which are accessible to a large portion of the community's residents such as special events;
 - (b) start-up costs for new organizations or new programs;
 - (c) one-time costs for a specific program or project such as supplies or equipment;
 - (d) volunteer training;
 - (e) capital costs for equipment or improvements to organization owned facilities, this includes improvements that provide additional service to the community or that extend the life of the facility and may include permanent fixtures attached to the facility.
2. To be eligible for grant funding the organization must:
 - (a) be a registered non-profit organization;
 - (b) be a local organization within the Regional District of Nanaimo;
 - (c) demonstrate that the grant request is for a specific service or use, and will provide a social enrichment service to the community;
 - (d) demonstrate that the service provided fills a need in the community.
3. In addition to the completed Community Grants application form, the applicant must also provide the following information for the organization with the application package:
 - (a) current year budget;
 - (b) full financial statements for its operation;
 - (c) details regarding the specific use for the grant funds requested, and a breakdown of all expenses for the use of the grant;
 - (d) information regarding other sources of funding and other grant applications that have been made.
4. The following services and/or functions are not eligible for community grant funding:
 - (a) annual operating expenses such as leases, rent, utility bills, insurance and office operating costs;
 - (b) wages, salaries or other fees for service (remuneration);
 - (c) capital improvements to rented or leased premises;
 - (d) private enterprise.
5. Applications received after the deadline will not be accepted and will be returned to the applicant.
6. Applications that do not meet the criteria will not be recommended for approval.

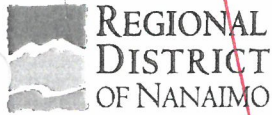
Delegation: Sheila Cruikshank on behalf of Fairwinds Community Association

Summary: Emergency Preparedness in Nanoose Bay

Action Requested: The Fairwinds Community Association is seeking approval of the Community Grant Application submission on behalf of the residents of Nanoose Bay. The funding will be focused on emergency preparedness at the household and neighborhood level.

Name of Society	Contact	Project	Budget	Financial Statement	Annual Report	Amount Requested	Notes	Staff Comments	Previous Funding From RDN Programs	Approved Amount
Arrowsmith Independent School Society	Kathleen Millar [REDACTED] [REDACTED]	To provide the school with art supplies, math programs, books and outdoor play equipment	Y	Y	Y	\$5,000.00				
Bow Horne Bay Community Club	Joanne Ferreiro	Help with an event	Y	Y	Y	\$2,500.00	LATE - Emails explaining			
Fairwinds Community Association	Sheila Cruikshank [REDACTED] [REDACTED]	Emergency Preparedness in Nanoose Bay	Y	Y	Y	\$4,060.00				
Gabriola Arts Council	Michelle Benjamin Executive Director [REDACTED] [REDACTED]	Cultivate Arts Festival - marketing, promotions and general festival expenses	Y	Y	Y	\$10,000.00				
Gabriola Island Community Hall Association	Joyce Babula [REDACTED] [REDACTED] [REDACTED]	Window renovation for facility improvement	Y	Y	Y	\$3,500.00				
Gabriola Senior Citizens Association	Lynette Jackson President [REDACTED] [REDACTED] [REDACTED] ca	Purchase and install energy-efficient heat pump system for Rollo Seniors Centre	Y	Y	Y	\$14,910.00				
Haven Society	Brenda Piquette [REDACTED] [REDACTED]	Volunteer training, coordination and project administration for the Responder Program	Y	Y	Y	\$1,950.00	Not in RDN but services RDN			
Jonanco Hobby Workshop	Linda Addison Chair Person [REDACTED] [REDACTED]	Facility Equipment - security cameras, dust collection system wood working tools	Y	Y	Y	\$6,350.00				
Ladies Auxiliary Royal Canadian Legion Branch 211	Patricia McLean [REDACTED] [REDACTED]	Upgrade of range oven - used to prepare food for multiple fundraising activities	Y	Y	Y	\$2,600.00				
Mount Arrowsmith Pipe Band Association	Susan Wismer Secretary [REDACTED] [REDACTED]	Purchase pipe band uniforms and equipment to support arts and culture	Y	Y	Y	\$2,000.00				
Mudge Island Citizens Society	Greg Hansen [REDACTED] [REDACTED]	Fire and Emergency services facility construction - insulated roll doors	Y	Y	Y	\$17,790.00				
Nanaimo Literacy Association - doing business as Literacy Central Vancouver Island	Samantha Letourneau Executive Director [REDACTED] [REDACTED] [REDACTED]	Updating volunteer tutor training, orientation training and volunteer handbook	Y	Y	Y	\$6,150.00				
Nanoose Bay Lions Club	Bea Kolodziej [REDACTED] [REDACTED]	Concession food cost expenses for Vintage Car Club Swap Meet fundraiser	Y	Y	Y	\$1,500.00				

Name of Society	Contact	Project	Budget	Financial Statement	Annual Report	Amount Requested	Notes	Staff Comments	Previous Funding From RDN Programs	Approved Amount
Nanoose Bay Lions	Ronald Mehan [Redacted]	[Redacted] To further enhance the Nanoose Place area Jack Bagley Field and Eswyn Alpine Rock Garden	Y	Y	Y	\$15,000.00	Might be capital cost. Does not own building. Finance to review.			
Oceanside Hospice Society	Shianne Carswell [Redacted]	[Redacted] Volunteer training sessions, volunteer manuals, advertising and promotions, session refreshments	Y	Y	Y	\$1,350.00				
Oceanside Stroke Recovery Society	Mary Jane Turner [Redacted]	To purchase equipment to enhance Stroke Recovery Program	Y	Y	Y	\$900.00				
Opera Nanaimo	Carol Fetherston [Redacted]	Theatre production expenses for Madame Butterfly	Y	Y	Y	\$5,000.00	Not in RDN but services RDN			
Parksville and District Chamber of Commerce	Caitlin Woon Coordinator [Redacted]	Events [Redacted] Travel, accomodation and venue funding for Key Note speaker at Artworks Parksville event	Y	Y	Y	\$1,000.00				
Parksville and District Chamber of Commerce	Caitlin Woon Coordinator [Redacted]	Events [Redacted] Traffic control funding for Canada Day Celebration Parksville	Y	Y	Y	\$1,000.00				
Parksville Seniors Activity and Drop-in Centre	Patti Cloutier [Redacted]	[Redacted] Facility upgrades - bathrooms sink, painting and interior repairs	Y	Y	Y	\$13,632.50				
The Royal Canadian Legion	Zoe Fiddler-Vice President [Redacted]	To update electronic audio and visual equipment	Y	Y	Y	\$8,585.79				



RECEIVED
 AUG 22 2018
 REGIONAL DISTRICT
 of NANAIMO

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Arrowsmith Independent School Society		GRANT AMOUNT REQUESTED \$5000
MAILING ADDRESS 861 Hilliers Road, Qualicum Beach, BC		
POSTAL CODE V9K 1X5	CONTACT PERSON Kathleen Millar	
EMAIL ADDRESS arrowsmithindependentpac@gmail.com	TELEPHONE NUMBER 250-951-4832	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

Arrowsmith Independent School is a new Pre-K - Grade 6 schooling option for District 69. Our school's focus is on full spectrum development, honoured and taught with a hands on approach to learning. We are a learn through play program that heavily combines being in nature and closely studying the environment and community in which our children are growing up in.

This is Arrowsmith Independent School's second year as a non-profit organization and we provide schooling services for 45 families in District 69. We are passionate about giving our children an enriched education and ability to enhance their individuality as they become contributing and active members of the Nanaimo Regional District.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

As of January 2018, Arrowsmith Independent School has organized a Parent Committee to generate funds through fundraising and community events to help supplement costs of extra skill building, educational activities, and outdoor play equipment.

The school's main source of income is our yearly government grant provided to us through the Independent Schools Association of British Columbia.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

This grant would be used to provide our school with art supplies, math programs, books and outdoor play equipment.

5. Provide the project start and end date.

Start Date: September 2018

End Date: October 2018

6. Describe the benefit of the project for the residents fo the Regional District.

By providing a safe, educational environment for our children to learn and grow, we are providing our community with the next generation of leaders.

Arrowsmith Independent School is a community school. Our mission is to create a strong community connection so no child feels disassociated from their 'home'.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

The parents of our students will participate in the set up and organization of the enhanced play area but all 45 families of Arrowsmith Independent School will benefit from these upgrades. All students (approximately 35) from Kindergarten to Grade 6 will benefit from the art and school supplies.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Volunteer opportunities for this project will be parents clearing out space for new equipment, setting up new equipment and proper inventory recorded. For the art and school supplies, parents will source items and liaise with teachers about the outstanding needs and priorities are.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

Please see attached document.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

N/A

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

No other sources of funding for this project.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization’s current year budget. | Attached | |
| 13. Provide a copy of your organization’s latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

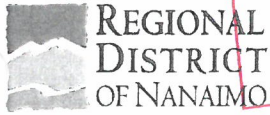
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE Kathleen Millar <small>Digitally signed by Kathleen Millar Date: 2018.08.22 11:02:14 -07'00'</small>	DATE August 22, 2018
--	--------------------------------

Please submit your organization’s completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.



RECEIVED
 AUG 31 2018
 REGIONAL DISTRICT
 of NANAIMO
 Friday
 4:28 PM

Received Sept 5/18
 Back dated as Aug 31/18
 as requested

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION BOW HORNE BAY COMMUNITY CLUB		GRANT AMOUNT REQUESTED \$2500
MAILING ADDRESS 211 WALLACE WAY, QUALICUM BEACH BC V9K 2L6		
POSTAL CODE V9K 2L6	CONTACT PERSON JOANNE FERREIRO	
EMAIL ADDRESS JOANNE@JOANNE FERREIRO.COM	TELEPHONE NUMBER 250 228 4231	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

5. Provide the project start and end date.

Start Date: SEPTEMBER 1, 2018

End Date: SEPTEMBER 1, 2018

6. Describe the benefit of the project for the residents fo the Regional District.

THE SMALL VILLAGES AT THE HEART OF LIGHTHOUSE COUNTRY ARE RENOWNED FOR THEIR SENSE OF COMMUNITY AND CARING. OUR RALLY EARLIER THIS YEAR DEMONSTRATED HOW PEOPLE ALREADY COMMITTED TO VOLUNTEERING CAN STRETCH THEIR CAPACITY TO ENSURE A VALUED EVENT LIKE OUR FALL FAIR CONTINUES TO

7. How many people does your organization anticipate will attend, benefit or participate in this project?

WE EXPECT 1000 PLUS PAYING (ADULT) ATTENDEES AND ANOTHER 800-1000 CHILDREN.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

[Empty response box for question 8]

9. Provide details of how the grant funding will be used and a breakdown of expenses.

[Empty response box for question 9]

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

SEE ATTACHED

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

SEE ATTACHED.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE	DATE AUGUST 31, 2018
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.



REQUEST TO APPEAR AS A DELEGATION

DATE REQUESTED:	October	9	2018
	Month	Day	Year

<input type="checkbox"/> COMMITTEE OF THE WHOLE <small>3:00 pm in Board Chambers, 6300 Hammond Bay Road, Nanaimo</small>	<input type="checkbox"/> REGULAR BOARD <small>7:00 pm in Board Chambers, 6300 Hammond Bay Road, Nanaimo</small>	<input type="checkbox"/> EA SERVICES COMMITTEE <small>1:30 pm in Board Chambers, 6300 Hammond Bay Road, Nanaimo</small>	<input checked="" type="checkbox"/> OTHER MEETING <small>Please specify below: Community Grants</small>
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I acknowledge and understand that the meeting at which I wish to speak is a public meeting, and by requesting to speak and by disclosing personal information in my oral or any written presentation I consent to the disclosure of that information as reasonably necessary by the Regional District of Nanaimo for purposes of administration and operation of the service to which my presentation relates. I am also asserting that the presentation is in compliance with the Federal Copyright Act, and grant the RDN license to publish these materials.

*** NAME OF PRESENTER:** Sheila Cruikshank on behalf of Fairwinds Community Association
Please note affiliated organization if applicable. Multiple presenters may be listed.

PHONE: 250-228-3841 **EMAIL:** iscruik@shaw.ca
Home/Cell Business/Cell

NAME OF APPLICANT IF OTHER THAN ABOVE:

***SUBJECT OF PRESENTATION:** Emergency Preparedness in Nanoose Bay

***ACTION WHICH IS BEING REQUESTED OF THE BOARD OR COMMITTEE**

Delegations must state the specific action which is being requested.

The Fairwinds Community Association is seeking approval of the Community Grant Application submission on behalf of the residents of Nanoose Bay. The funding will be focused on emergency preparedness at the household and neighbourhood level.

*** EXECUTIVE SUMMARY OF PRESENTATION**

On behalf of the residents of Nanoose Bay, the Fairwinds Community Association (FCA) and its Neighbourhood Emergency Preparedness Subcommittee, are submitting a Community Grants application in the amount of \$4060.00 for a project that is focused on preparing Nanoose Bay residents to respond effectively in an emergency or disaster.

The project consists of 2 core segments:

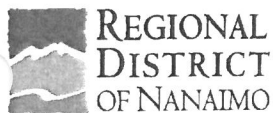
1. Community level education sessions aimed at reaching up to 150 households across Nanoose Bay which focus on individual household preparedness and an introduction to development of their own neighbourhood team to respond in a coordinated manner at the time of an emergency, such as fire, windstorm and/or earthquake.
2. Support up to 10 neighbourhoods who are seeking assistance in developing their neighbourhood emergency preparedness teams by providing education, initial start up support and being a resource for ongoing program development.

The project will be delivered by volunteers except for the assistance of an expert Emergency Management Coordinator for segment #1. Existing Nanoose Bay Neighbourhood Emergency Preparedness (NEP) team leads will provide the education and support for these newly formed teams.

With the support of the Community Grant, this project is anticipated to reach up to 250 households (or 500 residents) over the year of funding. In addition, the FCA will be able to continue the work into future years with the availability of equipment and additionally trained volunteers.

Please submit this completed form to delegations@rdn.bc.ca, or submit in person, mail, or fax as per below

- **If you are including an audio/visual presentation at the Meeting**, digital files must be submitted to delegations@rdn.bc.ca no later than 11:00 am on the day of the Meeting. These items will not be distributed, but will be set up on the laptop/projector for your presentation, and will become public when shown at the Meeting.
- *** Items marked with an asterisk**, as well as supporting documentation or correspondence provided by delegations, will be made public, and will be available for review by Directors in advance of the Meeting. Audio/visual presentations will become public when shown at the Meeting, and will be reviewed in advance by authorized staff and Directors as necessary.
- Additional information collected on this form will only be used by authorized staff for contact purposes. Personal information collected by the RDN is protected in accordance with *the Freedom of Information and Protection of Privacy Act*.
- For additional information, or to submit this form in person, mail, or fax, please contact RDN Administrative Services at 250-390-4111 / toll free: 1-877-607-4111, 6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2, Fax: 250-390-4163 (if faxing please call or email to confirm).



COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION FAIRWINDS COMMUNITY ASSOCIATION (FCA) Incorporation Number: S0032808		GRANT AMOUNT REQUESTED \$4060.00 (with tax included)
MAILING ADDRESS PO Box 281, Nanoose Bay, B.C.		
POSTAL CODE V9P 9J9	CONTACT PERSON Sheila Cruikshank FCA VP & Director for EP	
EMAIL ADDRESS president@fairwindscommunityassociation.org	TELEPHONE NUMBER 250-228-3841 (cell)	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

The Fairwinds Community Association (FCA) is a non-profit volunteer organization that serves the residents of the Fairwinds development in Nanoose Bay. This community is comprised of over 750 homes of residents who are often retired and new to British Columbia, to Vancouver Island and living in a rural, versus a municipal/urban neighbourhood. With this in mind the FCA has sought since its inception in 1993, to provide services that educate both new and long term residents as well as those who have resided in the area since Fairwinds was originally conceptualized.

The FCA has been adaptable to the ever changing growth of the community with its original focus being on significant initial development matters through to today where the FCA services are focused on:

- Community relations (engagement with key stakeholders including Fairwinds Enterprise, Seacliff Group, North Nanoose Resident Association (NNRA), the RDN including Area E Director, Bob Rogers and RDN staff as required, provincial departments where required, and other non-profits (eg. Nanoose Community Services).
- Communications with FCA members through a regular newsletter, a website, and Facebook that includes information from the RDN and other government agencies, the Canadian Forces Military Base, Nanoose Volunteer Fire Dept and other organizations in our area, issues being addressed on behalf of residents, updates on Emergency Preparedness events, etc.
- Resident inquiries and information sharing regarding statutory covenants, building schemes, RDN bylaws, etc.
- Follow up of Nanoose resident concerns pertaining to parkland management, water/sewer projects and recreation trail use.
- Coordination of community projects with FCA and community volunteers including broom removal, roadside garbage pickup.
- Emergency Preparedness initiatives to coordinate planning across Fairwinds and Nanoose in the event of a disaster (Fire, Windstorm, Earthquake). A Fire Safety education event is held annually in collaboration with Nanoose Volunteer Fire Department, Canadian Forces Military Base, BC Wildfire Services, RCMP and Emergency Social Services.
- Social events to welcome and bring neighbours together. These events encourage residents to volunteer on various Boards and Committees across Nanoose to support neighbours in need.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

The FCA is a member-funded non-profit society with revenue generated through new and renewal membership.

Membership Fees are as follows:

New Members Only:

1st Year: Free or \$40 for a 3 year term

Membership Renewal/Rejoin Fees:

Per Year: \$25.00 or \$60.00 for 3 year term

To date, the FCA serves 256 registered households.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

This grant application is focused on preparing Nanoose residents for an emergency. In alignment with the Regional District of Nanaimo's (RDN) Emergency Preparedness neighbourhood level planning, this project is focused directly on individual household preparedness as well as supporting "neighbours to help neighbours" in the event of a disaster.

The initiative will be available to all Nanoose residents. The FCA prioritized Emergency Preparedness following feedback from the residents of Fairwinds, communication with the RDN and Area E Director. The goal is to have more neighbourhoods prepared to be self-sufficient for up to 2-3 weeks in rural areas through individual household response readiness and neighbours-helping-neighbours teams (Neighbourhood Emergency Preparedness Program - NEPP).

The feedback received from an early 2018 survey conducted by the FCA revealed that 60% of members encouraged the FCA to advance our services in the area of Emergency Preparedness. The comments went so far as to suggest the FCA should "make it a goal to have the entire area be prepared for emergencies through the creation of NEP groups to cover all the residents". This demonstrates support for this grant application.

As part of the FCA action plan, an Emergency Preparedness Subcommittee has been set up to include the existing eleven volunteer NEPP Leaders working within Fairwinds (4 neighbourhoods of approximately 183 households out of 750 have NEP programs in place based entirely on volunteer participation and commitment) and a representative from the Nanoose/Madrona area. To date, the remaining households and those in the Madrona/Beachcomber area do not have neighbourhood based emergency response coordination.

The project includes:

1. Two Community Level education sessions (2-3 hours each) emphasizing individual household preparedness & an introduction to setting up NEPP teams in Nanoose Bay neighbourhoods (1 session to be held in fall 2019 /1session held in the spring 2020). The sessions will be delivered by volunteers with the assistance of an Emergency Management (EM) Coordinator. They will be held in locations that enable access by all interested Nanoose residents.
2. Up to 10 Neighbourhood Level education and individual instruction meetings to guide the development of a NEPP team. These sessions would be held in neighbours' homes and conducted by volunteer NEPP Leaders.

The grant funding will allow for an expert Emergency Management Coordinator to present at the community based education sessions; printing of resource material that is not available through the RDN, meeting preparations (projector/screen, nourishments, home-based preparations for neighbourhood meetings, meeting room costs, and other incidental expenses).

5. Provide the project start and end date.

Start Date: September 2019

End Date: August 2020

6. Describe the benefit of the project for the residents for the Regional District.

The benefits of being prepared in advance of an emergency/disaster are well documented in research and first hand experience. Neighbours that are prepared and work to support each other build resilience and sustainability. Numerous anecdotes following earthquakes reflect less chaos is experienced, coping and recovery are improved, less lives are lost, and suffering is diminished. Additionally, neighbours get to know each other and those that are most vulnerable.

There are also benefits for the RDN and Professional Responders, in particular, volunteer trained responders (eg. Nanoose Volunteer Fire Department [NVRD] and Emergency Social Services [ESS]). The FCA and existing NEPP Teams have been meeting with the Fire Chief and his Deputy to build trust and coordination in the event of an emergency.

The project places emphasis on educating household residents on being prepared as this is the foundational element of a predictable response. Guidance by volunteers who have NEPP teams already in place will provide practical examples to successfully develop neighbourhood based teams. Education, structure, tools, training and individual support will be offered. This approach has been successfully used in other areas of BC including North Vancouver where the Madrona area EP lead (previous North Vancouver Emergency Program Manager) adopted this approach in 29 neighbourhoods in the early 2000. It is presently fully developed in the Fairwinds neighbourhoods of Arbutus Hills and Schooner Ridge as well as elsewhere on Vancouver Island (i.e., Cowichan Valley).

Through NEP programs, neighbourhood utilities are mapped, available equipment is documented, contact leaders are identified and phone numbers shared. Realistic professional response times are shared across neighbourhoods (i.e., BCAS, RCMP, NVFD, helicopter access for injured, Canadian Forces Military response, Emergency Social Services [ESS] and Reception Centre information, etc.) to mitigate unrealistic expectations of a swift response to rural neighbourhoods.

Through projects such as the one proposed, a standardized approach to neighbourhood preparation and response will be built across a community thus being a benefit to the residents, the RDN and Professional Responders.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

The projected attendance at each of the 2 community based education sessions is 75 households (total 150). At the neighbourhood level, the target is to develop 10 neighbourhoods (maximum of 10 homes per session) which would result in attendance of an additional 100 households. In total, 250 households are projected to participate and benefit from the project or approximately 500 residents (average 2 residents/home).

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Volunteers will fulfill all roles within the project including: grant application preparation, funding development, distribution & documentation of fund allocation, education sessions notices, educational sessions development: education powerpoints, accessing RDN resource material, participating in the delivery of the sessions, evaluation of sessions, neighbour to neighbour invitations, communicating across Nanoose to identify neighbourhoods interested in participating in this project, coordinating education and neighbourhood sessions and evaluation of the project. Equally important are residents who volunteer to host a neighbourhood session and the neighbours who are willing to attend the session – each becoming a volunteer for the development of a NEPP team in their neighbourhood.

Existing NEPP Leaders who have already developed neighbourhood-specific programs will provide the same support to new neighbourhoods using previously prepared powerpoint material and videos available through PreparedBC, Canada EP, Federal Emergency Management Agency educational material and material provided by the RDN.

An expert Emergency Management Coordinator well versed in setting up volunteer emergency preparedness teams will be invited to deliver the two community level sessions at a nominal cost.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

Based on the project description in Question 4, the grant funding is broken down into the 2 project segments as detailed in the attached expense spreadsheet:

The sections are:

1. Community level education program
2. Neighbourhood level instruction and application program

The total projected expenses, including taxes, for this project is \$4060.00.

The total cost includes one-time expenses for ongoing equipment in the amount of \$1209.60 (with tax) to enable the FCA and neighbourhood teams to deliver this type of project in Nanoose Bay in homes and to future neighbourhoods beyond 2020.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

With this grant funding, no fees will to be charged for the community level sessions. The neighbourhood level events will be supplemented up to the amount outlined in the attached expense spreadsheet.


11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

No other funding sources have been received or applied for. The RDN has confirmed that most printed resource material will be made available free of charge.

Budget Information – please provide the following information as separate attachments:

- | | |
|---|------------|
| 12. Provide a copy of your organization's current year budget. | Attached ✓ |
| 13. Provide a copy of your organization's latest financial statement. | Attached ✓ |
| 14. Provide an annual report for your organization, if applicable. | Attached ✓ |

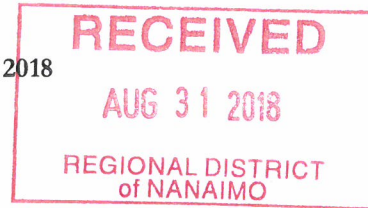
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE August 18, 2018
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Please submit your organization's completed application to:

Finance Department
 Regional District of Nanaimo
 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
 Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
 Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.



Organization | Gabriola Arts Council

Grant Amount Requested: \$10,000

Mailing Address: PO Box 387, Gabriola Island, BC | V0R 1X0

Contact: Michelle Benjamin, Executive Director

Email: michelle@artsgabriola.ca | **Telephone:** 250-247-7409 | **Website:** www.artsgabriola.ca

Does your organization meet the criteria for this program? | yes

Is your organization a registered non-profit organization in good standing? | yes

Does your organization provide a social enrichment service to the community? | yes

Does the project fill a need in the community? | yes

Does the project promote volunteer participation and citizen involvement? | yes

1. Provide information about the programs and services offered by your organization.

The Gabriola Arts Council is an established, broadly based community arts council that encourages the enjoyment of and participation in the arts for all members of the community.

Vision of the Gabriola Arts Council:

A creative, engaged, and inclusive community sustaining Gabriola's vibrant island culture.

Mission:

To engage, enhance, and inspire the community's cultural vitality through *collaboration, leadership, and service.*

Collaboration: Work with local arts and community organizations, as well as with public and private partners, to deliver high-quality and essential arts programming on Gabriola Island.

Leadership: Lead in action and by example through an adherence to community and cultural values, and involvement in the local, regional, provincial, and national cultural communities.

Service: Serve artists and community members through creating the conditions in which artistic inspiration, innovation, excellence, and participation flourish.

MANDATE

- Promote community awareness of and participation in the arts.
- Support learning at all levels and provide mentorship opportunities for artists and community members.
- Support the resurgence of Indigenous culture and the work of Indigenous artists
- Encourage and promote arts and cultural experiences that deepen the relationship between Indigenous and settler peoples.
- Work locally and off-island to increase public and private support for the arts.
- Be a reliable resource for information on arts and culture.
- Work in collaboration with community partners and arts organizations in delivering high-quality, compelling, and diverse artistic programming.
- Facilitate culture-led economic and community development.
- Offer arts and cultural programming that supports and promotes health and wellbeing.
- Celebrate the Isle of the Arts.

VALUES

- A vibrant and thriving arts and cultural community contributing to the creation of a healthy society.
- An inclusive and participatory culture in all events and programming, reflecting and including the island and region's cultural and demographic diversity.
- Encouragement of artistic and artisanal activity from established to emerging, and from traditional to experimental. We champion the rights of all people to express, make, and share their art.
- Clear, fair, and transparent processes in the service of our mandate, which adhere to the principles of accountability, inclusiveness, and accessibility.
- Collaboration and partnering that enriches other island organizations and groups, and the community as a whole.

Gabriola Island is a vibrant rural community with a high proportion of active professional artists—a Hills Strategy Research study conducted on behalf of the Canada Council for the Arts indicates that Gabriola ranks sixth in Canada for concentration of artists in the local workforce—5.8% compared to the national average of 0.8%. There is also substantial participation in the arts from non-professionals.

The Gabriola Arts Council organizes five key events and programs:

- **Isle of the Arts Festival** (April)
- **Cultivate Festival** (August—replacing and combining the Gabriola Theatre Festival and **Gabriola Music Festival**)
- **Thanksgiving Studio Tour and Festival** (October)
- **Healing Power of Art Program** (year-round, including a Terminal Illness Support Group, an Elders support group, a craft program for adults with special needs, and a transition program for children graduation from elementary school into high school)
- **Youth Engagement Project** (year-round)

We distribute a bi-weekly e-newsletter to our 750 members, sharing news and information about arts and other community events and programs. All community groups and members are invited to submit information to our newsletter at no charge. We also provide an online community events calendar, also for use by all community members, regardless of membership in GAC.

GAC is managed by a volunteer Board of community members with a variety of experience and backgrounds. GAC is managed by a full-time Executive Director with responsibilities for financial management, communications, general administration, program support, and fund development. A part-time Program Director produces events, and a part-time Administrative Assistant manages membership and the newsletter. We employ, on a contract basis, a Graphic Designer and a Financial Administrator.

Besides the substantial work carried out by our volunteer Board, we rely on the contribution of community volunteers for all of our programs and events. Volunteers are at the heart of every event organized by the Arts Council, and the Board is fully supported by active community engagement.

2. Provide information regarding your organization's revenue generating activities and other sources of income

GAC generates revenue through ticket sales for performance events (e.g. at the Cultivate Festival and special events at the Isle of the Arts Festival), registration fees for workshops (e.g. at the Isle of the Arts Festival), membership fees, and program advertising (e.g. Studio Tour brochure). We also hold fundraising events and activities (e.g. raffles) for specific purposes. We receive cash donations from supportive members through a monthly donor process as well as regular one-time donations.

We generate funds through applications to private and corporate foundations and organizations (e.g. the Hamber Foundation, Coastal Community Credit Union), the BC Arts Council, and various government programs including BC Gaming and the Department of Canadian Heritage's Local Festivals Program.

3. Does your organization own its own facility?

Yes. In 2014, GAC received a donation of property and a building from the Gabriola Women's Institute. We are close to completing major upgrades and renovations to this heritage building (the original one-room schoolhouse), now called the Gabriola Arts & Heritage Centre. The building is used as a venue for a variety of community purposes—meetings, workshops, classes, performances—and is also the administrative office for the Arts Council.

Grant Request Information

4. Describe the project that this grant is intended to be used for.

The requested grant will support the **Cultivate Theatre + Music + Art Festival** in August 2019—a spectacular community celebration of local arts and culture. In 2018 we held the first Cultivate Festival—an exciting mash-up of our long-running Theatre Festival and fledgling Music Fest. We've been overwhelmed with the positive response to the Festival, and we're looking forward to sifting through the results and feedback so that we can ensure the second running is even better than the first.

The Cultivate Festival was a magnificent community celebration of arts and culture, with 8 professional theatre shows, more than 30 musical performances (both including numerous local artists along with professional performers from other parts of B.C. and around the world), and non-stop free family activities.

The Festival unfolded at the Gabriola Commons, where we transformed the beautiful farmland into a lively and dynamic performance space with multiple tents and stages, and other animated spaces.

Feedback from 2018 Cultivate Festival-goers and Performers:

Give yourselves a massive pat on the back for killing it with the festival in its inaugural year!

What an awesome weekend! Hychka for welcoming me to your home.

We had a great time. Intimate festival with cool people and a *very* appreciative audience.

Just wanted to send you a quick note to say congrats on a wonderful event and weekend.

Huge hugs to you and your giant team for making this wonderful thing happen. I am full of delight and hope that this festival will continue to grow for years to come.

I found new life on Gabriola and celebrated music and arts all weekend long!

Immense gratitude for everyone who put their energy and love into this project and for the land that supported it. This festival was pure magic!

You inspired the many volunteers to embellish and decorate everything in sight from the hedge around the Commons to the Goat Barn, Timber Frame building and Yurt. Children loved the family area. Food and Music were great. Everyone blossomed. Cultivate is an inspiration!

So many dedicated, talented, community-minded locals working together to create a celebration of everything Gabriolan. The Commons was a glow with such a good energy. I really was proud to be part of this community this past weekend.

Grateful to have the opportunity to help bring a selection of mind blowing local talent here to our island community from a massive list of personal favourites. Everyone brought the best of themselves and it really showed.

Successes to Build On

- Free daytime programming meant a barrier-free event, and the families and individuals who showed up expressed their appreciation throughout the Festival.
- The combination of local and visiting artists meant that the many talented Gabriola performers were involved alongside high-quality performers from other places—a perfect mix;
- The Vendor Village allowed local visual artists and artisans to demonstrate and sell their work;
- Elders and performers from the Snuneymuxw First Nation and other Indigenous groups were involved in the Opening Ceremonies and throughout the Festival;

Other successful elements include:

- Arts-based creativity workshops;
- a community pancake breakfast, sponsored by the Gabriola Lions Club;
- over 140 community volunteers providing over 1,500 hours of support, including in planning, promotion, logistics, front of house, evaluation, and more;
- an experienced technical crew enabling performers to achieve performance excellence;
- partnerships with more than 20 local businesses that purchased ads in the Festival program or provided in-kind support;
- collaboration with local not-for-profits—including Gabriola Chamber of Commerce, People for A Healthy Community, the Haven Foundation, the Gabriola Lions, the Gabriola Public Library, and the Community Hall Society—offering planning, logistical and promotional support;
- a hard-working Green Team that ensured that we ended the 3.5 day Festival with only TWO bags of garbage (along with numerous loads for the composting facility and the recycling centre);
- the “Inclusivity Campaign” which enables community members to purchase tickets that we make available to families and individuals who otherwise would not be able to attend.

5. Project start and end date:

Start date: 15 August 2019 | **End Date:** 18 August 2019

6. Describe the benefits of the project for the residents of the Regional District.

Festival benefits for the Gabriola community and nearby communities in the region include:

- creating revenue-generating opportunities for local performers and artists, and providing opportunities for local artists to reach an engaged audience;
- creating an environment that fosters and promotes the next generation of art enthusiasts, artists, artisans, performers, technicians, and supporters.
- creating opportunities for volunteer and community engagement in art and cultural activities.
- contributing to cultural tourism and culture-led economic development on Gabriola and in the Regional District. Local businesses—restaurants, accommodation providers, retailers—benefit from the increased activity in the area.
- offering accessible, high-quality and diverse cultural entertainment for all ages and tastes;

7. How many people does your organization anticipate will attend, benefit from, or participate in the project.

We expect that with the combined theatre, music, and family venues we will have 2,000-plus people through the site over the 3.5 days of the Festival.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Volunteers are at the heart of this Festival, and are involved at every level. The Festival Lead Director is a volunteer Board member, and the entire Coordinating Committee is volunteer. Volunteers help to curate the Festival line-up; write marketing copy; distribute marketing materials; coordinate and manage ticket sales; manage site logistics and technical needs; help with fundraising; manage front-of-house; animate, set up and tear down the site; and much more.

Local artists and performers are key to the success of this Festival—a beloved celebration of Island talent and energy that happens through the dedicated work of the team of volunteers and generous contributions from local partners. We invite Gabriolans of all ages to participate as audience members, performers, volunteers, and other contributors. Local businesses support the Festival through cash, sponsorship, and in-kind contributions. The Gabriola Lions host a popular Pancake Breakfast. The Family Zone was busy all weekend long with kids creating art, playing games, watching kid-friendly performances, enjoying the library-sponsored magic show, and much more.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

Funds requested from the RDN Grants-in-Aid Program will be used to 1. contribute to marketing and promotion, in particular to off-island markets, and including widespread distribution of brochures in Nanaimo and surrounding area; 2. contribute to venue and technical rental costs; and 3. to offset the significant fees paid to the technical crew. Projected costs are based on 2018 expenses and include:

Tent Rental—our main theatre venue is a 280-seat enclosed tent while the music mainstage is a beautiful amphitheatre-style tent, both rented from Shady Spaces in Cumberland, B.C. **Projected cost: \$7,000.**

Tent Equipment—T&T Rental in Nanaimo provides chairs, stanchions, carpets, decorative lights, etc. **Projected cost: \$5,200.**

Theatre Lights—we rent the primary theatre lighting from Croy Lighting in Victoria, B.C. They give us a minimum 50% discount on their usual rates: **Projected cost: \$1,000**

Sound Equipment—we rent sound equipment from VI Sound and Long & McQuade in Nanaimo: **Projected cost: \$6,000**

Portapotties—we rent 12 portapotties for the Festival weekend, including cleaning and maintenance: **Projected cost: \$1,200**

Marketing, distribution, advertising—\$2,600 for brochure and program printing; \$800 for off-island distribution; \$2,000 for website update; \$3,600 for print ads in local and regional media, and social media; \$400 for poster printing.

Other major Festival costs include fees to theatre companies and musical performers (\$34,500), professional technical crew, site logistics expenses (fencing, water, etc.), staff, insurance, overhead.

Total Festival budget is \$105,500.

10. Provide information regarding revenues and fees that will be charged for the event:

Tickets and passes are sold on a three-tier basis, with Early Worm, Early Bird, and Regular Pricing. Projected revenues for the 2019 Theatre Festival are projected at:

Ticket Sales | \$35,000 total, with average prices at \$19 per theatre show, \$200 for a full weekend pass, \$30 for one night, and \$50 for two nights. Daytime music and family activities are free. Under 16 years tickets are \$10 for theatre, and free for music.

Art Vendor Market Registration Fees | \$1,500. Registration is \$75 for three days.

Advertising | we sell ad space in the festival program to local businesses | \$4,000.

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. governments or service organizations.

Grants received and/or applied for from other governments or service organizations for this project:

BC Arts Council | \$3,000 | projected

BC Gaming | \$9,000 | confirmed

Creative BC | \$8,000 | projected

Department of Canadian Heritage | \$6,000 | projected

Gabriola Recreation Society | \$500 | projected

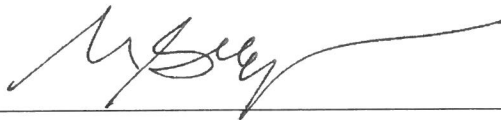
RDN | \$10,000 | projected

Budget Information

12. Provide a copy of your organization's current year budget. | Attached

13. Provide a copy of your organization's latest financial statement. | Attached.

14. Provide an annual report for your organization, if available. | Our annual report is a digital slideshow available on our website at this link: artsgabriola.ca/gac-2017



Michelle Benjamin, Executive Director

SIGNED 28 August 2018

Submitted via email to: corpsrv@rdn.bc.ca



COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Gabriola Island Community Hall Association (GICHA)		GRANT AMOUNT REQUESTED \$3,500.00
MAILING ADDRESS 2200 South Road, P.O. Box 205, Gabriola, British Columbia		
POSTAL CODE V0R 1X0	CONTACT PERSON Joyce Babula	
EMAIL ADDRESS info@gabriolacommunityhall.com	TELEPHONE NUMBER 250 247 8554	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following questions, please proceed to complete this application for submission.

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Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

RECEIVED
AUG 27 2018
REGIONAL DISTRICT
of NANAIMO

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

The Gabriola Island Community Hall has played a pivotal role in island life for over a century. It has promoted and developed community spirit and good citizenship while encouraging and assisting in the social, cultural, charitable and athletic endeavours of Gabriolan organizations and individuals.

It serves as a reference point for activities and gatherings of all kinds : weddings, funerals, public meetings to discuss and be informed on various issues of community relevance, meetings where politicians and other institutional leaders come to hear the views of the community and to request support and/or votes, social support programmes, dances, concerts, theatre performances, sports of every type, Gabriola Pre-School.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

The main sources of revenues are rental income (bearing in mind that GICHA has a policy of maintaining low rental rates with the aim of making the Hall as accessible as possible to a wide range of groups); fundraising activities (notably the annual Salmon BBQ which has been held for the past 63 years); donations; and grants.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

If our application is successful, the grant will be used as part of the ongoing maintenance and upkeep plan for the Hall and specifically for the replacement of 7 large windows in the main auditorium. The current windows are original to the building when it was built in 1984 and are now in sore need of replacement. The seals on the windows broke many years ago and consequently the panes are constantly steamed up and there is considerable heat loss.

5. Provide the project start and end date.

Start Date: November 1st, 2018

End Date: November 2nd, 2018

6. Describe the benefit of the project for the residents fo the Regional District.

The installation of new windows in the auditorium of the Hall, which is the area most used by community groups, will provide a better environment for activities; it will conserve energy and diminish heat loss; the tempered glass will increase safety for users, particularly those involved in sports activities; and it will greatly improve the visual appeal both from inside and outside.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

Over the course of a year, typically 3,000 people visit the Hall for various events and activities, all of whom will benefit from the improved environment created by the installation of new windows.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

The more attractive environment will promote wider use of the Hall and so we envisage more volunteer groups organizing their activities there.

Please note that the contractor selected for the installation is donating much of his labour as a community service and is charging only a nominal fee.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

Installation of 7 double glazed units as follows :

5 - 45 x 74 4mmc1/4mmc1
 1 - 38 x 34 3mmc1/3mmc1
 1 - 20 x 56 3mmc1/3mmc1

7 Glass panes as specified	\$3,000
Materials	\$ 50
Labour	\$ 355

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Not applicable

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

The Gabriola Island Community Hall Association hopes that the RDN Community Grant will cover the entire cost for this project.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

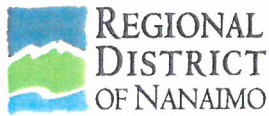
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE <i>Joye Bubala President</i>	DATE <i>August 25 / 18</i>
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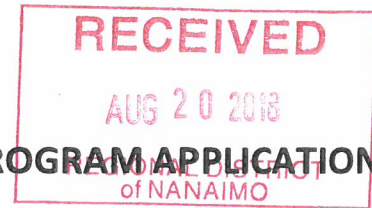
Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.



COMMUNITY GRANTS PROGRAM APPLICATION



NAME OF ORGANIZATION Gabriola Senior Citizens Association (GSCA)		GRANT AMOUNT REQUESTED \$14,910
MAILING ADDRESS 685 North Road P.O. Box 181 Gabriola, BC		
POSTAL CODE V0r 1X0	CONTACT PERSON Lynette Jackson, President GSCA	
EMAIL ADDRESS lynette@gobalconnectservices.ca	TELEPHONE NUMBER 250-247-7157	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

The Gabriola Senior Citizens Association (GSCA) is a self-sustaining, community-based, not-for-profit, entirely volunteer organization, organized and run by seniors. GSCA has served the Gabriola community for over 30 years, fulfilling its mandate to promote the interests of senior citizens on Gabriola and to provide and operate a recreational facility for members. GSCA owns and manages the Rollo Seniors' Centre, a multi-purpose, full accessibility community venue centrally located on Gabriola Island, consisting of two meeting rooms, two washrooms, a VIHA-certified kitchen, and storage area. The Rollo Centre provides a unique community hub for both seniors'-oriented membership activity groups during weekdays as well as evening and weekend rental events that serve a broad cross section of our community residents. Two major seniors' activity programs, focused on reducing seniors' isolation and encouraging social interaction, and sponsored by Gabriola's People for a Healthy Community, are offered in addition to a variety of recreational clubs (painting, quilting, fibre arts, bridge, mahjong, chess, age-appropriate exercise program, etc.) and community events (decade birthdays, celebrations of life and memorials, theatre performances, seasonal craft fairs, public interest presentations etc.). User visits number at least 10,000 annually by conservative estimate.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

GSCA operates on several income-generating streams. GSCA members pay an annual membership fee (\$20) to the age of 90; annual membership is free of charge for those 90 and older. An additional per-visit user fee of \$2 per member (\$5 per non-member) is charged for participation in activity groups during weekdays. The two meeting rooms are also available for rental to the broader community, primarily on evenings and weekends. The Rollo Seniors' Centre also collects annual rental fees from groups and organizations who avail themselves of storage lockers and cubbies for their activity equipment. Basic operating expenses of the building are covered by the membership fees and user fees, while rental revenues provide a modest financial cushion for contingencies. The GSCA Board is proud of its sterling track record of maintaining financial sustainability while maintaining modest user rates that are affordable by Gabriola seniors, and particularly those who are financially limited to often small and fixed incomes.

Over the past four years the GSCA board has undertaken an extraordinary effort to modernize the facility: to bring the kitchen up to code, provide full accessibility, and maximize rental potentials. Seven grants, totalling \$113,000, have been successfully obtained and utilized during this period, including one New Horizons for Seniors grant (\$24,999 to remodel kitchen), three RDN Community Works grants (\$5,000 to provide exterior ramp for full accessibility; \$25,000 to upgrade building exterior; \$42,000 to complete interior renovations), and three community-based grants (two for \$5,000 each from Gabriola Village Foods Community Card fundraising program, one to improve sound-proofing between two meeting rooms, one to replace worn-out chairs; \$795 from Village Liquour Store to upgrade safety equipment and signage).

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

The project that this grant is intended to be used for is to purchase and install an energy-efficient and cost-effective heat pump system at the Rollo Seniors' Centre.

5. Provide the project start and end date.

Start Date: upon grant approval

End Date:

6. Describe the benefit of the project for the residents fo the Regional District.

During the recent renovation process, steps have been taken to mazimize energy efficiency wherever possible to both minimize expenses and comply with our Gabriola community ethos of engaged community responsiveness to enviornmental stewardship. New energy-efficient appliances and lighting systems have helped to reduce our power consumption. GSCA now seeks to take steps to further reduce the overall power consumption of our much-utilized facility through the installation of a heat pump suestem appropriate for the size of the building and its ongoing usage by activity and community groups. Th proposed heat pump system will also supply much needed cooling of the building during summer months, an advantage that is of vital interest to our community seniors, and most particularly our users of advanced age.

The contractor is available to proceed with prompt installation upon approval of this grant.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

By conservative estimate the Rollo Seniors' Centre hosts at least 10,000 user visits annually.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Our board of directors, consisting of 9 volunteers, will oversee the project. Our membership and the broader Gabriola community will be involved in benefitting from the improved energy-efficient heating and cooling of the Rollo Seniors' Centre venue, and from improved responsible environmental stewardship.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

The GSCA Board of Directors has done extensive research to determine the most appropriate and cost-effective heat pump system to meet the size and capacity requirements of the Rollo Seniors' Centre. We consulted several heat pump suppliers and considered installation and diverse uses of the building. Detailed information summarizing this research is appended to this application, as is a breakdown of expenses. In addition to the heat pump quote attached for \$14,200, Rollo requires the services of an electrician to facilitate installation, and have received a firm quote of \$710 for this work.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Not applicable.

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

GSCA has self-funded the \$15,000+ expenses required to handle renovations to the two washrooms as part of our overall fundraising efforts. Our community is currently chipping in via our second Village Foods Community Card drive to raise \$5,000 to replace worn-out seating. This request to the RDN Community Grants to fund an energy-efficient heat pump and cooling system will conclude our renovation initiatives and allow our organization to rebuild our 10% contingency fund over time.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization’s current year budget. | Attached | |
| 13. Provide a copy of your organization’s latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE	DATE August 16, 2018
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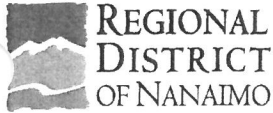
Please submit your organization’s completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.

RECEIVED

JUL 04 2018



COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Haven Society: Promoting Safety for Women, Children, Youth and Families		GRANT AMOUNT REQUESTED \$1,950.00
MAILING ADDRESS PO Box 37086, #38 – 3200 Island Highway, Nanaimo, BC		
POSTAL CODE V9T 6N4	CONTACT PERSON Brenda Piquette	
EMAIL ADDRESS brenda@havensociety.com	TELEPHONE NUMBER 250-756-2452	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

Haven Society promotes the safety and integrity of women, children, youth, and their families in the Regional District of Nanaimo. Last year, we offered emergency shelter and a continuum of services as well as preventive, educational, and advocacy programming for 5,000 women, children, youth, men, and their families.

Haven has a strong reputation in the community as a leading anti-violence organization and as a respected leader and collaborator. Haven operates as part of a coordinated and collaborative partnership in the community's positive social response to power based and gender based crimes.

All our services are confidential and free of charge:

- PEACE Program offers group and individual counselling for children who have witnessed abuse or been abused, and programs in elementary and secondary schools.
- Group and individual counselling for women whose lives are affected by childhood abuse, sexual assault, as well as abuse and violence in relationships
- Nanaimo Transition House and Parksville-Qualicum Safe House for women and their children fleeing domestic violence
- Drop In for one-on-one informal meetings with women to determine how their needs can be met
- Community Victim Services in Nanaimo and Parksville-Qualicum for survivors of sexual assault, including collaborating on the local Domestic Violence Unit
- Outreach to assist women and their dependent children who have experienced or are at risk of abuse, threats, or violence and who face barriers to long-term stabilization so that they can access support services and safe, affordable housing
- Men Choose Respect for men who want to stop their use of abuse in their personal relationships
- Volunteer Program, including the Responder Program for volunteer support at the hospital for victims of sexual assault and/or domestic violence as they initially navigate the medical and judicial systems

2. Provide information regarding your organization's revenue generating activities and other sources of income.

Haven generates funds through:

- Provincial funding (Ministry of Solicitor General & Public Safety, BC Gaming, BC Housing)
- Third party events
- Corporate and foundation grants
- United Way
- Individual donations
- Haven events and campaigns

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

The Responder Program (previously the Sexual Assault Response Program) is an innovative victim-sensitive program that responds to the needs of sexual assault and/or domestic violence victims in Nanaimo when they access Forensic Nurse Examiner (FNE) services at the hospital. Trained volunteers provide victims with support and assistance while navigating multi-jurisdictional service areas such as medical, legal, and therapeutic needs, including referral and linkage to community service(s).

For this program, Haven works closely with the FNEs, Community Victim Services, RCMP, Tillicum Lelum Aboriginal Friendship Centre, Island Health, and Vancouver Island University. Linkage with other community resources is also facilitated to respond to the immediate and unique needs of victims of gender based crimes.

The funding we are requesting will go towards the specialized training required for these volunteer Responders. While we had initially recruited and trained 12 volunteers in 2017 to respond to victims in our community, only about four are currently active. We must deliver regular training to ensure ongoing recruitment and retention of the volunteers needed for sustainable program coverage, and to provide opportunities for peer mentorship. We are now preparing to recruit and to train two more groups of volunteers in the fall of 2018 and winter of 2019.

Note re the project end date below: While the current funding for the Responder Program ends in March 2019, we anticipate continued funding for the following year.

5. Provide the project start and end date.

Start Date: April 2018

End Date: March 2019

6. Describe the benefit of the project for the residents fo the Regional District.

Studies have shown that victims of violence who receive a positive social response experience decreased distress, tend to recover more fully and more quickly, are more likely to work with authorities, and are more likely to report violence in the future.

The Responder Program is the first in Nanaimo and serves victims of sexual assault aged 13 and up and victims of domestic violence. The program primarily serves women and girls, but recognizes all genders in crisis. Multicultural awareness and sensitivity is also integral to this program. Approximately 35% of Haven Society's clients are Indigenous, so we anticipate some women and girls from this community will be served by the program.

The response from our community partners has been overwhelming in support of our continued efforts and expansion. Plans for additional recruitment and training of volunteers is a direct response to the number of victims currently accessing FNE services and accepting Responder support.

Volunteer Responders, especially those who become mentors, gain specialized, transferable skills. Additionally, the extensive volunteer training that citizens receive increases our community's capacity to provide a positive social response to all victims.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

Based on the data from the Island Health Forensic Nurse Examiner program, we estimate that up to 100 clients annually will be served through this program.

We initially trained 12 volunteer Responders in 2017, and we anticipate that we will have to train another 28.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

In all, well over 75 community members will be engaged in the Responder Program as a whole: volunteers, advocates, and community partners through training, community, and advisory activities.

The volunteers who are recruited for this program are caring community citizens who are committed to offering a positive social response to victims of sexual assault and domestic violence.

The role of the Responder Program volunteers is to ensure that victims of sexual assault and domestic violence who access FNE services at the hospital receive a positive social response. They do this by providing:

- Immediate emotional and practical support to survivors of recent sexual assaults and gender-based violence
- Information and support regarding medical and forensic procedures and options for reporting to police.
- Information and facilitating connection to ongoing community supports including: Transition House, Community Victim Services, Counselling, Justice Related Supports, and other community resources/supports
- Practical support and resources such as clothing, food, arranging taxi service, etc.
- A 2-day follow up with survivors via phone or email; responders liaise/consult with CVS regarding follow up contact, as required.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

RESPONDER PROGRAM - TRAINING FOR 10 VOLUNTEERS

Project Administration (general photocopies, office supplies, equipment, space, bookkeeping, reception, etc.) \$800

Volunteer Training: Haven Orientation 101 \$90

Volunteer Training: Haven Program Training 201 \$240

Volunteer Training: Responder Program \$450 - RDN FUNDING

Snacks and drinks during training \$180

Volunteer Coordination, Interviews and Evaluations \$1,500 - RDN FUNDING

Forensic Nurse Examiner \$210

Handouts for all Training \$300

TOTAL EXPENSES VOLUNTEER TRAINING: \$3,770

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

There is no cost to either victims or volunteers for the Responder Program.

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

RESPONDER PROGRAM - TRAINING FOR 10 VOLUNTEERS

Project Administration (general photocopies, office supplies, equipment, space, bookkeeping, reception, etc.) -- \$400 Haven in-kind and \$400 BC Ministry of Public Safety and Solicitor General (MPSSG)

Volunteer Training: Haven Orientation 101 -- \$90 MPSSG

Volunteer Training: Haven Program Training 201 -- \$240 MPSSG

Volunteer Training: Responder Program \$450 -- RDN

Snacks and drinks during training \$180 -- Haven in-kind

Volunteer Coordination, Interviews and Evaluations -- \$1,500 RDN

Forensic Nurse Examiner -- \$210 NRGH in-kind

Handouts for all Training -- \$300 Haven in-kind

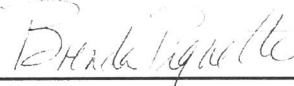
TOTAL EXPENSES

RDN \$1,950 -- Haven \$880 (in-kind) -- MPSSG \$730 -- NRGH \$210 (in-kind)

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE July 4, 2018
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.

RECEIVED
AUG 31 2018
 REGIONAL DISTRICT OF NANAIMO

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Jonanco Hobby Workshop		GRANT AMOUNT REQUESTED Up to \$6305 (see sections 4 & 9)
MAILING ADDRESS 2745 White Rapids Road, Nanaimo, BC,		
POSTAL CODE V9X 1E4	CONTACT PERSON Linda Addison / Chairperson	
EMAIL ADDRESS jonanco@gmail.com	TELEPHONE NUMBER 250-716-8796	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

From our inception in 1974 our stated purpose has been to offer classes in various arts and crafts including quilting, fibre arts, jewelry (silversmithing and lapidary) and woodworking including woodturning.

Our stated goals are to provide a place for seniors to pass on artisan skills to younger generations and importantly to provide a place for seniors to continue to participate in artisan activities without the costs of equipping a shop or acquiring space. It also continues to provide a social environment for seniors to stay active and to interact with individuals of a wide range of ages and to acquire new skills and pass on their own knowledge. The majority of our members are retirees but we have members ranging in age from their early 20s to 96!

Our members donate large numbers of quilts each year for premature babies, battered women's shelters, emergency services and refugees among others.

Our building has a large hall and kitchen which have been used by many local groups for events ranging from celebrations of life to seminars.

Jonanco owns its own land and building. The very large open lot is one of the few open areas in this area with easy access for an air ambulance.

Jonanco is completely volunteer run with no paid employees, and has provided training and social outlets for residents of the RDN since 1974.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

The majority of our revenue comes from memberships which provide access to all of our facilities and training. In addition we hold several craft shows each year which generate revenue from space rental for vendors. The hall is also available for rent to other groups when we are not using the space.

We have received four grants from the federal New Horizons for Seniors program which have allowed us to replace the original building siding, windows and furnace with up to date, energy efficient material. We also with the aid of one of the grants and considerable donated time from a member who is a licensed electrician have completely upgraded the electrical service and rewired the building.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

The following needs are in our priority order however we recognize that funds may not be available to award the total list and will welcome whatever aid you can provide. Prices include taxes

1. Security Cameras: As the area becomes more populated we have realized that we need better security. Internet capable camera systems are now very reasonably priced and we can obtain a four camera system that will record as well as remotely notify us of problems for \$560 (Costco).

2. Dust Collector: The woodshop dust collection system needs to be upgraded. Currently there are a mixture of dust removal systems which are not up to current state of the art. A 5 hp , 3500 CFM machine will allow us to upgrade the system and reduce the dust escape from machines to a minimum. Craftex model CX409 regularly \$2800 on sale for 2300 until October 13 from Busy Bee tools (New Westminster)

3. Replacement Sanding Machine: A floor model combination Belt/disk sander is requested to replace a very old one that is on its "last legs" . \$705 from Wood to Works (Courtenay)

4. Horizontal "Thickness" Sander: This will simplify sanding operations on larger pieces and will also be attached to a dust collector to reduce sanding dust: \$2240 from Wood to Works (Courtenay)

5. Provide the project start and end date.

Start Date: Fall 2018

End Date: Winter 2018

6. Describe the benefit of the project for the residents fo the Regional District.

The cameras will provide more security for our facilities and the equipment we have. Every year we have several craft and display shows that usually go more than one day. The added security will be especially useful during these to protect displays.

The Dust Collection system will make the woodshop much less dusty, a health benefit to users.

The new equipment will allow us to offer more options for projects to users and hopefully will bring in additional members.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

Our memberships include spouses so in most years approx 100 individuals use our facilities plus a large number of occasional users. The improved security system will benefit all. The woodshop is used by a regular group of 6 to 12 plus a large number of occasional users who come in to use specific tools. This fall we anticipate starting an active advertising campaign aimed at downsizing seniors and recent school grads who want continued equipment access.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Our organization is based entirely on volunteerism: from the Board down to the individual members who are expected to contribute time and energy to maintaining the facilities, teaching what they know to others and participating in keeping this social / arts institution active for another 40+ years!

The security system will be installed by members (who include a licensed electrician), and the woodworkers will be trained and mentored on the new equipment by the current members.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

All funds will be used for equipment. (see section 4)

Security Camera: Costco has 4 camera system for \$500 plus tax = \$560
Craftex Dust Collector: Available at Busy Bee in New Westminster 2500 plus tax = \$2800
If ordered before Oct 13 , price is 2000 plus tax = \$2240
Combination standing sander (belt plus disc) \$630 plus tax = \$705 (Wood to Works, Courtenay)
Thickness sander 2000 plus tax = \$2240 (Wood to Works, Courtenay)

(Total not using potential sale item: \$6305)

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Not applicable, all requests are for machinery.


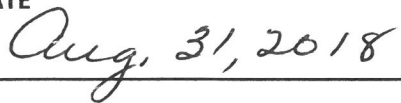
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

In the sense that the project will enhance our ability to provide activities for seniors, the workshop has applied for and received several grants in aid in the recent past that have enhanced our ability to continue providing services for another 40 years. In each of last four years we have received grants from the federal program: New Horizons for Seniors. Each year we have received approximately \$25000 dollars earmarked for a specific use. This has allowed us to upgrade aging facilities including new counters and machinery for lapidary (stone polishing for ewelry), replacement siding and windows for 45 year old ones, rewiring of the building and upgrade of electrical service, and replacement for aging furnace.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

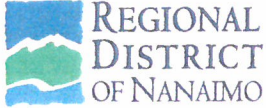
SIGNATURE 	DATE 
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email:

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.

RECEIVED
AUG 22 2018
 REGIONAL DISTRICT
 of NANAIMO



COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Ladies Auxiliary - The Royal Canadian Legion Branch 211		GRANT AMOUNT REQUESTED \$2600.00
MAILING ADDRESS P. O. Box 115, Bowser, BC		
POSTAL CODE V0R 1G0	CONTACT PERSON Patricia McLean	
EMAIL ADDRESS jmclean01@shaw.ca	TELEPHONE NUMBER 778 427 8806	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

1.
Ladies Auxiliary is constituted under the Legion but does its own fund raising and has its own Board. Auxiliary membership is independent of the Legion and open to anyone in the community and is entirely run by volunteers and its main purpose is to support the Legion and our Veterans. Through its fund raising efforts, in 2017, the Auxiliary donated significant dollars to the local community as well as \$11,000 to the Bowser Branch
Examples of community recipients of our fund raising include: scholarships, Bowser Elementary School hot lunch program, Veterans in need, Deep Bay Fire Dept., Bow Home Bay Halloween Party, Janice Place (Cancer care for young people), therapeutic riding, Arrowsmith
Search & Rescue, Navy League of Canada, Wheels for wellness, Wounded Warriors and Vancouver Island Compassion Dogs, as well as our Legion Branch 211 enabling them to provide other donations to Veteran organizations as well as scholarships,
2. The Bowser Legion Ladies Auxiliary also caters to several events within the Community of Area H including Celebrations of Life events, Remembrance Day, Fall Fair Volunteer Appreciation Dinner, Bowser Legion events such as Canada Day, Giant Meat Draws, Indy 500 event, Veterans Dinner, Lighthouse Country Business Assoc, dinner and other events as requested.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

2.
as above but also holding our own fundraising events for the community listed below.
Valentines Luncheon
Spring Fling
Pie Sales
Christmas Cake sales
Participation as Ambassadors at Beach Fest in Parksville
Separate catering events

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

This grant would be used to purchase an additional free standing electric true convection range to back up our current (very old) Commercial style gas range. With our various catering events we need a good, reliable electric range for many of the dishes prepared and our current electric range has seen better days and the temperatures are at times unreliable and only has three burners working.

5. Provide the project start and end date.

Start Date: Upon receipt of funding

End Date: Upon delivery of stove

6. Describe the benefit of the project for the residents fo the Regional District.

Many events are held at the Legion and it is the responsibility of the Ladies Auxiliary to purchase all materials for the kitchen. The Legion is also rented out to other groups in the Regional District and some of these groups use the kitchen as well as the Legion and the Ladies Auxiliary. Some of these events are smaller and require the use of a small stove rather than the large Commercial gas unit. All these events are intended to benefit the residents in the Regional District and a smaller, easier to operate stove may result in increased rentals as well as providing much needed backup for the Ladies Auxiliary with some of our events and the Legion itself.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

Difficult to say as this purchase would be a benefit to many user groups - possibly 20-30 events per year with 80-120 residents attending each event.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

This purchase will promote volunteer participation as it will be easier for volunteers to use for smaller events and these volunteers will not be required to learn how to light the gas stove. Volunteer roles include all aspects of preparing a meal from prep to serving. The volunteers in the Ladies Auxiliary are involved in a lot of baking from Christmas cakes, fruit and meat pies, cookies, cakes for both catering events as well as other sales and fundraisers.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

The grant funding will be used for the purchase of a Free standing, Electric True Convection Range and is the only expense for this grant request. Prices range from \$800 for a low end stove to over \$3,000 for high end. The ones we are looking at are \$2600 plus taxes and delivery.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

This is not really applicable but our budget will show revenues that are derived from the use of kitchen equipment,


11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

We have no other funding sources for this purchase. We have received grants for other items in 2017 and 2018 from the Parkville-Qualicum Foundation and are not allowed to apply for another for two years,

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization’s current year budget. | Attached | |
| 13. Provide a copy of your organization’s latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

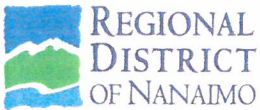
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE August 10, 2018
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Please submit your organization’s completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2.
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Mount Arrowsmith Pipe Band Association		GRANT AMOUNT REQUESTED \$2,000
MAILING ADDRESS P.O. Box 1671 Parksville, BC		
POSTAL CODE V9P 2H5	CONTACT PERSON Susan Wismer	
EMAIL ADDRESS s.wismer@telus.net	TELEPHONE NUMBER 250 951-3117	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

See attached Addendum.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

We receive financial assistance from the Royal Canadian Legion (Branches 49 and 211), the City of Parksville, BC Gaming, the Parksville-Qualicum Foundation, private donations and band performance fees. We are actively pursuing corporate sponsorship opportunities.

COMMUNITY GRANTS PROGRAM APPLICATION
REGIONAL DISTRICT OF NANAIMO

MOUNT ARROWSMITH PIPE BAND ASSOCIATION

ADDENDUM

1. *Provide information about the programs and services offered to the community by your organization.*

The Mount Arrowsmith Pipe Band is widely recognized as Parksville's/Oceanside's community pipe band. For over 43 years, we have been contributing to the community pride and spirit of Oceanside through our performances at numerous events, including the Parksville and Bowser Canada Day celebrations and Remembrance Day ceremonies, the Qualicum Beach Family Day Parade, the Nanoose Teddy Bear Picnic, and the Lantzville Minetown Day parade.

We are committed to serving our community, and to that end, we provide free musical performances for seniors at local seniors' residences, entertain summer tourists at the Parksville Community Beach, pipe in dignitaries at civic events, and provide a rousing piping welcome to military and emergency workers as they make their way through Oceanside.

We will be performing at 36 community events in 2018, for a public audience total of 33,460. (Please refer to our 2018 performance schedule under Tab 1.)

We are also committed to the promotion of pipe music and traditions, and provide free musical instruction to individuals of all ages and abilities who wish to learn the pipes or drums. Currently, we are providing musical instruction to 6 pipers and 2 drummers.

We implemented a membership recruitment strategy in 2017, with a goal of continually increasing our membership. In particular, we are focusing on recruitment of local students and youth.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

Our goal is to purchase new band equipment and uniforms over a 3-year period. Our uniforms and equipment are between 11 - 15 years old, and are in need of replacement.

In 2018, we completed Phase 1 of our 3-year strategy. We plan to complete Phase 2 in 2019.

5. Provide the project start and end date.

Start Date: January 1, 2019

End Date: December 31, 2019

6. Describe the benefit of the project for the residents fo the Regional District.

As a community pipe band, we believe our performances contribute to a sense of community spirit and pride. Maintaining a high standard of musical performance, dress and deportment is important to us, and enables us to represent our community to the best of our ability.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

In 2018, we will perform at 36 community events, reaching a total public audience of 33,460. (Please refer to 2018 performance schedule, Tab 1.) We expect to see similar numbers in 2019.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

The Mount Arrowsmith Pipe Band is a purely volunteer organization. Our band members give freely of their time and talents to ensure the success and sustainability of our organization. Our members will provide a total of 3,247 volunteer hours in 2018. This includes band practices, performances and instruction time. We expect these hours to increase in 2019 as we increase our band membership. (Please refer to our 2018 Members' In-Kind Contributions, Tab 2.)

9. Provide details of how the grant funding will be used and a breakdown of expenses.

A professional quote for Phase 2 of our uniform replacement totals \$7,838.88. (Please refer to quote from Island Bagpipe, Tab 3.)

We adopted the multi-year uniform replacement strategy due to the high cost of Highland wear (outfitting a single piper or drummer costs approximately \$1,500). We successfully completed Phase 1 of our strategy in 2018.

If our application is successful, our RDN grant funding will be applied to Phase 2 of our uniform replacement strategy, which we hope to complete in 2019.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

N/A

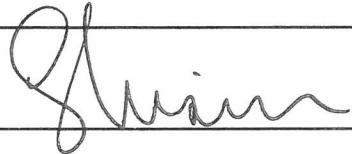
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

Municipal grant	\$550
Legion donations	\$3,000
Community Gaming grant (pending)	\$2,000
Performance fees	\$500
Corporate sponsorship (pending)	\$500

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization’s current year budget. | Attached | |
| 13. Provide a copy of your organization’s latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE August 17, 2018
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Please submit your organization’s completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Mudge Island Citizens Society		GRANT AMOUNT REQUESTED \$17,790.00
MAILING ADDRESS #4, 590 North Road Gabriola, BC		
POSTAL CODE V0R 1X3	CONTACT PERSON Greg Hansen	
EMAIL ADDRESS ghansen@islandnet.com	TELEPHONE NUMBER 250 722 0020	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following our questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

The Mudge Island Citizens Society (MICS) is a non-profit society which provides support for fire prevention, firefighting equipment and emergency services on Mudge. It is a community self-help initiative of Mudge residents which provides an immediate response capacity in the minutes and hours before the Wildfire Service or other emergency responders can mobilize and get to the island.

Please see attached booklet, "MICS -- Current Status & Immediate Needs for more information.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

MICS generates revenue in several ways from within the Mudge community. We hold annual fundraising events including a pancake breakfast (spring), firewood sales (spring), and FireFest (summer). We also sell "Mudge Gear" year-round. Society memberships and donations are other important sources of revenue.

Externally, we have applied for and received small RDN community grants for equipment purchase (2-way radios, shipping container for equipment storage, cisterns for storage of firefighting water).

We have received one grant of \$30,118.00 in March 2018 from the BC Gaming Branch (capital projects) which we matched from funds raised within the community. This allowed for the purchase of a pre-fabricated steel building and associated site preparation.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

Our request relates to a public safety issue. The project is for construction of a permanent, fire-resistant building to house MICS fire trucks and other emergency equipment. The operational readiness of this equipment depends on keeping it out of the elements in a facility where maintenance and training can occur year-round. The building will also serve as a muster station for residents in case of emergency.

Our specific request for this RDN Community Grant is for funds sufficient to cover purchase and installation of 3 large steel roll-up doors for the front of the building.

A permanent, fire-resistant building to house and maintain MICS trucks and equipment will ensure that the capacity of Mudge Islanders to protect themselves is secured and sustained. A project plan for the building has been finalized and costed out at approximately \$134,000. We have received our RDN Building Permit. Construction began in April 2018, entirely with volunteer labour from the Mudge community.

The building is centrally-located on Mudge. The structure is pre-fab steel, measuring 50'W X 40'L X 20'H -- large enough to accommodate all MICS vehicles and equipment. There will be 3 roll-up vehicle doors in the front and an entrance door in the rear wall. The building will sit on a 16" x 16" engineered reinforced concrete footing. The inside of the building will have a reinforced 6" concrete slab with 3 drains down the centre, plumbed to a sump. Spray-foam insulation and industrial-grade lighting will be installed. The outside level area and driveway will be constructed using the available rock and crush from the excavated building site: these will provide an outdoor training area and space for a tank farm for firefighting water.

5. Provide the project start and end date.

Start Date: April 2018

End Date: August 2019

6. Describe the benefit of the project for the residents fo the Regional District.

Although Mudge Island is one of the few areas within the RDN that has been deemed to be at "Extreme" risk from interface fire, there is no RDN fire protection on Mudge. As a relatively isolated community (no bridge or ferry) we are on our own until outside help can arrive. This can and does sometimes take hours. MICS exists to provide an immediate response capacity for fire and medical emergencies until outside help can arrive from the BC Wildfire Service or the BC Ambulance Service.

This project helps to fill a serious public safety gap. At present, our firefighting apparatus are exposed to the elements. This would not be an acceptable scenario in any urban environment and it is not acceptable here. MICS cannot maintain peak operational readiness of its emergency equipment without an enclosed and permanent fire-resistant building, which will also allow for year-round training and maintenance. The building will also provide a muster station for residents in case of emergency.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

There are approximately 80 full-time residents on Mudge Island year-round, and several hundred over the summer months. All will benefit from improved operational readiness of MICS emergency equipment and from having an all-weather, fire-resistant and centrally-located muster point for all residents in case of emergency.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

The building project is being completed entirely with volunteer labour drawn from the Mudge community. This includes a project foreman, several dozen builders and equipment operators, and many others involved in preparing meals for the work crews, doing cleanup, etc. In addition, the bulk of funds being put towards the building are being generated through fundraising efforts staffed entirely with volunteers. Building maintenance will also be performed by volunteers over the long term.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

Please see attached quote of 23 July 2018 from Island Overhead Door (1979) Ltd. for purchase and installation of 3 insulated roll-up doors, chain-hoist operated.

Door purchase & installation	\$15125.00
GST	1815.00
Subtotal	<u>\$16940.00</u>
Contingency*	850.00
Total	<u>=====</u> \$17790.00

*Due to the time lag between application & approval dates we are adding ~5% contingency to allow for a possible price increase, as steel prices are increasing rapidly this year.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Not applicable.

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

As stated above, we received a BC Gaming Grant (Capital Project) for \$30,118.00 in March 2018. MICS has matched those funds through community fundraising efforts on Mudge Island.

MICS has submitted a grant application to the Gabriola Lions Club for \$15,000.00 to be put toward the building project. We expect this to be reviewed in September 2018.

Additional funds raised through ongoing fundraising within the Mudge Community will also be put toward completion of the building (including costs for spray-foam insulation, industrial-grade lighting & wiring, backup generator, plumbing and heating).

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

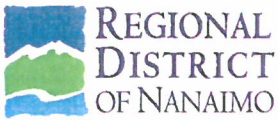
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE Greg Hansen Digitally signed by Greg Hansen Date: 2018.08.31 13:24:32 -07'00'	DATE 31 August 2018
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Nanaimo Literacy Association- doing business as Literacy Central Vancouver Island		GRANT AMOUNT REQUESTED \$6,150
MAILING ADDRESS 19 Commercial street		
POSTAL CODE V9R 5G3	CONTACT PERSON Samantha Letourneau- Executive Director	
EMAIL ADDRESS samantha@LiteracyCentralVI.org	TELEPHONE NUMBER 250-754-8988	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

Please see attached

2. Provide information regarding your organization's revenue generating activities and other sources of income.

Literacy Central Vancouver Island(LCVI) receives financial support from Service Canada, BC Ministry of Advanced Education, BC Gaming, City of Nanaimo, United Way and Decoda Literacy Solutions for our literacy programs and general operating costs. The society also receives support from 2 rotary clubs- Rotary Daybreak and Rotary Club of Nanaimo, both through book donations and financial assistance. In addition, LCVI operates a used books store to also generate revenue for our programing .

1. Provide information about the programs and services offered to the community by your organization.

For 28 years Literacy Central Vancouver Island has been offering literacy programs in the Central Vancouver Island region. Our adult program is the cornerstone of our literacy work and we are the primary literacy organization in Nanaimo. We assist adults with reading , writing, math ,and computers. Our adult literacy program expands to offsite locations including: Parksville, Nanoose, Nanaimo Corrections Centre, and Snuneymuxw and Snaw-naw-as First Nation. We also offer family literacy programs, IPALS program (Parents as Literacy Supporters in Immigrant Communities) and provide tutoring support for elementary school age children through our Bear and Beams program. New this year we have added computer training for seniors.

Additional services we provide include:

- Computer Refurbishing Program.- We offer free refurbished computers to families, adults and seniors who are involved in improving their literacy skills. This is a unique service in the region. Our volunteer technician donates 20 hours a week cleaning and refurbishing the computers, and loading the system with licensed programs. We take referrals from schools, social service agencies and VIU who have identified a need from their clients or students.
- Well read books store. LCVI runs a bookstore to assist in supporting our literacy programs. This store is mainly run by volunteers, many who have been here for over 15 years.

As the demand for our free volunteer tutoring services and the need to recruit new volunteers is increasing, Literacy Central Vancouver Island(LCVI) is re-evaluating the need to add value to training and resources to support our volunteer sector. This includes LCVI having a process for training all volunteers, not just tutors. Board and committee members, administrative volunteers, bookstore volunteers and special events or episodic volunteers need training to help them provide the best service.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

Please see attached

5. Provide the project start and end date.

Start Date: October 2018

End Date: October 2019

6. Describe the benefit of the project for the residents fo the Regional District.

Volunteering plays a critical role in empowering individuals, in fostering active citizenship and in building inclusive and resilient communities in which we can all flourish. LCVI goal is build a sustainable volunteer program that supports residents in the RDN to be empowered , by providing them with an influential role in the community through volunteerism.

The benefits include:

- o Ensuring the ongoing delivery of a range of important Literacy programs that serve our community
- o Improving volunteers' health, wellbeing and emotional resilience by being actively involved
- o Building a sense of satisfaction, pride, purpose and accomplishment
- o Providing a positive impact on the lives of others: participants that access our tutor services/ customers that visit the bookstore and general public that attend events.
- o Developing new skills, and expanding volunteers' life and work experience, especially when formal work and education opportunities might be limited
- o Helping to build social networks, connectedness and community resiliency

4. Describe the project that this grant is intended to be used for.

LCVI (Literacy Central Vancouver Island) is proposing the following beneficial additions to our two streams of volunteerism: Volunteer tutoring and General volunteerism

(1) Volunteer Tutoring:

- **Updated training:** Volunteer tutoring has in many ways become an essential community services and we want to continue to provide this. The demand for volunteer tutors has increased over the last three years with arrival of more newcomers to the region , including refugees and more outreach being done with Snaw-naw-as (Nanoose) First Nation bringing tutors directly there. More in-depth training is required as stated by one of our volunteer tutors :*“In the last year many new students have arrived here as refugees, some had trauma that interrupted their education, and some were denied an education. Knowing how to work with learners from different backgrounds would support me in being a more competent tutor.”*

A program’s success increases when its tutors are prepared with the knowledge, tools, and resources necessary to help adult learners improve their literacy skills and quality of life. To help tutors be more prepared, LCVI will development and implement a revised volunteer tutor training program including:

- Updated guidelines and content based on literacy training
- An expanded collection of resources demonstrating several teaching approaches and strategies
- Creating tutor learning baskets that can be taken to various locations to assist learners offsite
- Cultural Competency training
- Professional Development Workshops: To be held twice a year on a subject of interest to volunteer tutors. For example, this could be a workshop on trauma-informed literacy training

(2) General volunteerism

- **Orientation training and volunteer handbook:** Attention needs to be given to volunteers that would like to use their expertise to help promote adult literacy, but tutoring isn’t the best fit for either their interests or schedule. Currently LCVI has no formal orientation program for general volunteers. LCVI will design and implement a volunteer orientation handbook and standard volunteer training program.

Volunteer Orientation Handbook contents will include :

- A clearly communicated screening process
- A welcome letter to the society , demonstrating appreciate for community members volunteering their time
- Overview of society's goals and objectives
- Code of conduct for Volunteer involvement
- Confidentially
- Guiding Principles for Volunteer Involvement
- Volunteer Recognition and Benefits
- Volunteer Position Descriptions
- Resignation/Leaving the Volunteer Program
- Insurance and Liability Coverage
- Feedback & Evaluation Policy

General Volunteer Orientation Training will include:

- Welcome and introductions to staff members
- A brief description and history of the agency
- A tour of the site, including practical information such as the location of coat rack, a place to secure valuables, the supply cupboard, washrooms, emergency exit
- A review of the volunteer handbook including policies and procedures that are to be followed by all volunteers
- The Personal Health Information Act (PHIA) and signing of a confidentiality pledge form (attach to volunteer's file)
- Additional volunteer training will be determined based on what area of interest the volunteer would like to be involved for example if it is working in the bookstore, bookstore staff or long-time bookstore volunteer will provide on job training
- Professional Development Workshops: To be held twice a year on a subject of interest to general volunteer

Evaluation:

LCVI will also evaluate the revised volunteer program , as a means to measure if the above deliverables contribute to a more efficient and supportive volunteer program both with tutors and general volunteers, and measure the benefits to participants that access our programming. This will be provided in the final report to the RDN.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

Approximately 300 volunteers will receive training, professional development opportunities and a handbook to assist them in being best prepared to represent and serve Literacy Central Vancouver Island . Over 200 participants who access our literacy programs will benefit from our volunteers being prepared, available and willing to support their learning. As well the general public that visit our store, housed in the Literacy Central Vancouver Island building, will benefit from volunteers available to assist them.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Please see attached

9. Provide details of how the grant funding will be used and a breakdown of expenses.

The funding from the RDN will assist in costs associated with revising the volunteer program including:

- o Room rental for training sessions
- o Updated resources for volunteer tutors to use- this may include : workbooks, teaching /tutor books, resource guides etc.
- o Printing associated with volunteer training/ tutoring
- o Learning baskets to be used for offsite volunteer tutoring
- o Volunteer training sessions not covered under other funds such as: Cultural Competency / other specialized training requested by volunteers.
- o Evaluation of the updated volunteer training and resources

**Please see attached budget

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Since the inception, we have assisted over 4000 adult learners and 2000 children using 870 volunteer tutors. Volunteer tutors and volunteers in general are the backbone of our organization, this active participant of our volunteers is vital to the success of our society. Roles for Volunteers:

- **Tutors:** assist with many of Literacy programs that happen in house, such as one-on one tutoring in reading, numeracy, writing, and computer training
- **Literacy offsite tutors:** These tutors assist with programs we offer either in partnership with School District 68, Parksville, Nanaimo Corrections Centre, Snaw-nawas and Snuneymuxw First Nation to name a few.
- **Bookstore volunteers:** Volunteers in the bookstore assist in many roles , whether it be stocking shelves, categorizing and cleaning used- books, setting up display, accepting books, greeting customers and assisting them and general operation of the bookstore.
- **Administration:** Assist with reception duties, and assisting with requests, assisting with Database updates, membership and other general office/ reception duties as requested
- **Computer refurbishing:** Volunteer with background in computers and technology assist in rebuilding used computers to make available to individuals in need.
- **Event Coordinator/ Assistants:** Volunteers assist with coordinating and setting up for special events such as author readings, spoken word nights and general fundraisers.
- **Board Members:** LCVI Board members play many roles including promoting LCVI in the community and supporting the Executive Director in fulfilling the mandate/mission of the organization

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Not applicable- Volunteer training is a free service.

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

Literacy Central Vancouver Island (LCVI) has received support from BC Gamming and the Ministry of Advance Education(CALP) to train volunteer tutors. Please note we receive additional support from Gamming and Ministry of Advance Education to support other programs and these funds are not permitted to be used for general volunteer oreintation or volunteer resource development.LCVI will contribute in-kind services including: development and design of volunteer handbook and administration costs associated with this initiative. As well use some revenue from the bookstore to support a Volunteer Appreication event.

Revenue from other sources:

In-kind portion:

Administration	\$800
Development &Design of volunteer handbook:	\$600
Volunteer tutor training sessions	
BC Gamming :	\$650
Ministry of Advance Education(CALP) :	\$600
Volunteer Appreciation	\$1600
Total of other revenue:	\$4250

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE <i>S. Bourbonneau</i>	DATE <i>Aug 13, 2018</i>
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Nanoose Bay Lions Club		GRANT AMOUNT REQUESTED \$1500
MAILING ADDRESS PO Box 70 Nanoose Bay, BC		
POSTAL CODE V9P 9A0	CONTACT PERSON Bea Kolodziej	
EMAIL ADDRESS mckolo@yahoo.com	TELEPHONE NUMBER 250-821-5111	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

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REGIONAL DISTRICT
of NANAIMO

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

Club Activities:

Meat Draws every Saturday at the Rocking Horse Pub from 3:00 to 5:00 pm (except for summer break)
Community Bingo Wednesdays at Nanoose Place from 5:30 to 9:00 pm
Easter Egg Hunt at Jack Bagley Park (Nanoose Place) - Easter Sunday
Teddy Bear Picnic Pancake Breakfast at Nanoose Place - July
Christmas Cake sales in December
Christmas Tree Chipping the first weekend in January
Special Community Events

The Club Provides Funds to Support:

Seeing Eye Dog Training
Ballenas Student Scholarships
Nanoose Community Services
Nanoose Place Improvements
Nanoose Bay Elementary School
Variety Show of Hearts
Care
Fire Victims
Youth Summer Camps
and many other deserving recipients

2. Provide information regarding your organization's revenue generating activities and other sources of income.

Many of the Club's activities as listed previously are fundraising activities:

Fundraisers:

Meat Draws every Saturday at the Rocking Horse Pub from 3:00 to 5:00 pm (except for summer break)
Community Bingo Wednesdays at Nanoose Place from 5:30 to 9:00 pm
Easter Egg Hunt at Jack Bagley Park - by donation
Teddy Bear Picnic Pancake Breakfast at Nanoose Place - July - by donation
Vintage Car Club Breakfast and Lunch Concession - June
Christmas Cake sales in December
Christmas Tree Chipping the first weekend in January - by donation

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

Each year the Vintage Car Club of Nanoose Bay holds a swap meet at Arbutus Meadows on the first Sunday in June. This year our club provided a pancake breakfast for participants of the swap meet. We made \$1000 after our expenses of \$907. Lunch was catered by the Parksville Lions Club. Next year, the Nanoose Bay Lions Club plan on doing both breakfast and lunch consisting of hamburgers, hot dogs and drinks.

The activity is staffed by volunteers who are Lions Club members and friends. There were 15 volunteers who serving on the day of the swap meet this year and the same is expected next year. There is additional planning and setup time involving the planning committee and other volunteers. Estimated volunteer time is 160 hours.

We also provide coffee, soft drinks and muffins for the whole day.

The grant money would be used to buy the breakfast and lunch materials (~\$1240) and for the equipment rental (~\$260).

5. Provide the project start and end date.

Start Date: June 2, 2019

End Date: June 2, 2019

6. Describe the benefit of the project for the residents fo the Regional District.

The Vintage Car Club swap meet draws vintage car enthusuasts from all over the island, as well as enough vendors to fill up the main building at Arbutus Meadows. Vendors are there from 6 am until the end of the day at 4 pm. There are no food services nearby, so the breakfast and lunch concession contributes to the success of this event.

All of the funds raised are donated to the supported causes listed above in Section 1.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

Attendance at the 2018 Swap Meet was 2300 people plus ~200 vendors. We expect the attendance next year to be much the same.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Volunteers at this event are Lions Club members and friends, who share the following tasks:

Breakfast and lunch service:

food preparation
food service
cashier
cleanup

Coffee and drinks station:

2 people to man the station from 6 am to 4 pm

Setup and preparation:

buy the materials
setup food safety requirements, such as washing station
store the materials appropriately per the food safety requirements
transport equipment to and from the event
setup, cleanup and breaking down and returning of all equipment

Food Safety:

7 members of the club completed Food Safety training in advance of this event.

In addition, we provide materials about the Lions Club and let the public know we are always looking for members. We are a small club, with only 12 members, so we are always looking.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

We expect a gross income of \$3700 from the breakfast and lunch sales, based on last summer's event.

Expenses are expected to be as follows:

breakfast materials and all drinks: \$647
garbage bin and chair rental: \$260
lunch materials cost estimate: \$600

Total: \$1507

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Swap Meet admissions fees go to the Vintage Car Club. There are no fees for the event that come to the Lions Club.

Lions Club revenues are from selling breakfast and lunch for \$7.00. This includes pancakes, sausages and coffee or juice for breakfast and hot dogs, hamburgers and drinks for lunch.

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

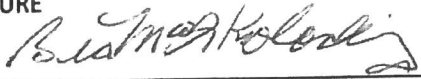
Funding for the June 2018 Swap Meet was from our Activities account, which has income from Christmas cake sales, Christmas tree chipping, food concession and administration funds from the Gaming accounts.

We have not applied for any other grant for the 2019 event.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

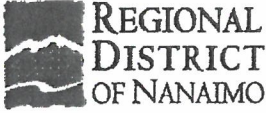
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE August 23, 2018
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION NAMOOSE BAY LIONS	GRANT AMOUNT REQUESTED 15,000
MAILING ADDRESS 1400 PILOT WAY, NAMOOSE BAY,	
POSTAL CODE V1P 9B8	CONTACT PERSON RONALD MEYMAN
EMAIL ADDRESS rmehan@gshwv.ca	TELEPHONE NUMBER 250-927-0518.

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Does the project fill a need in the community?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

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AUG 30 2018

REGIONAL DISTRICT
of NANAIMO

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

WE ARE A NON-PROFIT SERVICE CLUB
WHO PROVIDE FUNDRAISED MONIES
TO OTHER SOCIETIES WHO PROVIDE
SERVICES WITH-IN THE COMMUNITY

①*

2. Provide information regarding your organization's revenue generating activities and other sources of income.

① WEDNESDAY BINGO at NANOOSE
PLACE
② MEAT DRAW SATURDAY at ROCKING
HORSE PUB
③ XMAS CAKES SALES.
④ ARBUTUS MEADOWS EVENTS.
IN NANOOSE BAY.

① *
NANOOSE BAY LIONS CLUB 2018/2019 DONATIONS BUDGET

Kidney Foundation	\$500
Lions Foundation/CARE	\$400
Easter Seal House	\$200
ETRA	\$1,000
Inclusion Parksville	\$1,000
Nanoose Bay Elem Sch	\$2,500
Claytree ENT	\$1,000
Nanaimo Hosp. Foundation	\$500
Island Crisis Society	\$500
Bursaries	\$2,000
Elf Programme	\$1,000
Nanoose Community Services	\$2,000
Nanoose Place	\$1,000
Haven Society	\$2,000
Arrowsmith S&R	\$1,000
Compassion Dog Soc.	\$1,500
Advertising	\$450
Flag Day	\$100
TOTAL	\$18,650

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

TO FURTHER ENHANCE THE
NANOOSE PLACE AREA JACK
BAGLEY FIELD AND ESWYN
ALPINE ROCK GARDEN.

5. Provide the project start and end date.

Start Date: MAY 2019 End Date: JUNE 2019

6. Describe the benefit of the project for the residents to the Regional District.

ALL RESIDENCE WHO OF
NANOOSE BAY WILL ENJOY
THE COVERED PICNIC
TABLE AREA. ~~AND VISITING~~

7. How many people does your organization anticipate will attend, benefit or participate in this project?

2-3 WILL PARTICIPATE IN
CONSTRUCTION

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

A NUMBER OF LION MEMBERS
WILL BE VOLUNTEERING WITH
THE ASSISTANT OF A CARPENTER
HIRED

9. Provide details of how the grant funding will be used and a breakdown of expenses.

MATERIALS - Roofing, wood and
LABOUR.

50% LABOUR.

50% MATERIALS.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

NO REVENUES RAISED

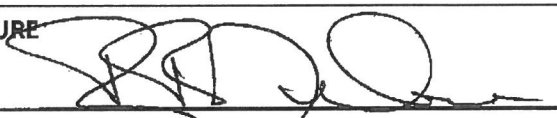
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

POSSIBLES FUNDS FROM HIGH GENERAL ACCOUNTS.

Budget Information – please provide the following information as separate attachments:

- 12. Provide a copy of your organization’s current year budget. Attached
- 13. Provide a copy of your organization’s latest financial statement. Attached
- 14. Provide an annual report for your organization, if applicable. Attached N/A

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE AUG 30 / 2018
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Please submit your organization’s completed application to:
Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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AUG 30 2018



STRATEGIC & COMMUNITY DEVELOPMENT

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Oceanside Hospice Society		GRANT AMOUNT REQUESTED \$1350	
MAILING ADDRESS 210 W. Crescent Rd. Qualicum Beach, BC			
POSTAL CODE V9K 1J9		CONTACT PERSON Shianne Carswell	
EMAIL ADDRESS shianne@oceansidehospice.com		TELEPHONE NUMBER 250-752-6227	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

Oceanside Hospice Society (OHS) is a non-profit organization located in Quailcum Beach. We are community-funded and volunteer-driven, currently with over 65 volunteers and 4 full-time staff involved in our program delivery. We support individuals, families and caregivers who are facing end-of-life issues including bereavement and grief, in the Oceanside communities of Parksville, Quailcum Beach, Nanoose Bay, Deep Bay, Bowser, Emington, Coombs, Hilliers and Whiskey Creek. Our volunteers also provide service in the Hospice at Trilium (Lodge) in Parksville.

OHS is an integral part of the interdisciplinary, end-of-life team within the Oceanside community. In a flexible and case-specific manner, we bridge gaps in the continuum of care by supporting caregiving at home, in hospital or palliative care units, and in community care facilities.

Complimentary Programs and services our organization offers include:

- On-Call Counselling - we offer the services of a clinical counsellor for people facing their own death; we also provide this service for family members, friends, groups and caregivers who are anticipating or have experienced the loss of a loved one.
- Equipment Loan Program - we deliver hospital beds, commodes, walkers and other devices which help palliative patients to stay at home longer, in comfort, and surrounded by loved ones. This Program helps alleviate the need for travel to Nanaimo Regional General Hospital (NRGH) or other hospitals.
- Self-Care Clinic - every Friday, volunteers with specialized training in Healing Touch & Reiki offer a free 45 minute treatment to palliative clients, caregivers, or the bereaved. This service is provided at 'Valhalla' - our base of operations; in a care facility; or in the client's home.
- One-to-One Client Support Services - volunteers are available on-call to provide support to palliative patients and caregivers.
- Caregiver Respite and Companionship - volunteers are available to provide practical and psychosocial supports to caregivers and to those individuals who have experienced a loss.
- Palliative Vigil Team - volunteers will sit with palliative patients, for those at end of life who are without a family, and for families who need relief.
- Grief Support Groups - meet weekly at Valhalla.
- Grief Walking Groups - meet weekly at Valhalla.
- Speakers' Bureau - We offer talks and information about our services.
- Lending Library - An extensive and up to date selection of books and DVDs dealing with death and loss.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

We are a not-for-profit organization. As such, we seek to secure funding through all means available to us, principally:

- Grants - Gaming, United Way, Order of St. John, RDN
- VIHA - Contract for capacity building of End of Life Services
- Annual Fundraising Events - Annual Golf Tournament, Cycle for Life Tour, Memory Tree Campaign
- Third party fundraisers - service clubs, St. Mark's Fair, etc.
- Educational Events - Community sessions, Informational talks, etc.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

OHS has a very dedicated volunteer base. In 2017, OHS volunteers contributed approximately 4690 hours of volunteer time and expertise to hospice/palliative care service delivery, with an in-kind value of almost \$94,000. With the exception of the one on one counselling program which is administered by a paid clinical counsellor, all of the other services outlined above are run predominantly by volunteers.

Due to the sensitive and often emotional nature of hospice work, our volunteers must undertake a comprehensive 4 week training program in order to learn about our mandate, the many services and programs we offer, and how to deal and interact with clients who are palliative or grieving.

The RDN grant would be used to cover the costs of our Volunteer Training Program which will take place twice over the course of our fiscal year. The training will take place in October, 2018 and again in April of 2019. We endeavor to have approximately 6-10 individuals in each training session to ensure that we continue to have sufficient numbers of well trained volunteers who can provide these critical services in our community.

5. Provide the project start and end date.

Start Date: October, 2018

End Date: April, 2019

6. Describe the benefit of the project for the residents fo the Regional District.

Oceanside Hospice offers the hospice programming outlined above, free of charge to all residents who need it. As mentioned above, all of our programs with the exception of one-to-one counselling are volunteer run. As such, this volunteer training program is vital to our continued ability to offer these programs to the public. The Oceanside area has an older demographic than many other areas on Vancouver Island and as such, our services are in constant and growing demand.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

We are hoping to have 12 people participate in each of our volunteer training sessions. Not only do the participants benefit from this training and learn about our programs and what we do in the community, but these participants will be future volunteers who we rely upon to help Oceanside residents deal with grief, death and dying, and the stress of being a caretaker to someone they love who has had a palliative diagnosis.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Our 4 week volunteer training program that we run twice a year is critical in order to gather the numbers of well trained volunteers that we require to run all of our programs. We require trained volunteers for the following roles:

Equipment Loan Program - we deliver hospital beds, commodes, walkers and other devices which help palliative patients to stay at home longer, in comfort, and surrounded by loved ones.

- Self-Care Clinic – every Friday, volunteers with specialized training in Healing Touch & Reiki offer a free 45 minute treatment to palliative clients, caregivers, or the bereaved. This service is provided at 'Valhalla' - our base of operations; in a care facility; or in the client's home.

- One-to-One Client Support Services – volunteers are available on-call to provide support to palliative patients and caregivers.

- Caregiver Respite and Companionship – volunteers are available to provide practical and psychosocial supports to caregivers and to those individuals who have experienced a loss.

- Palliative Vigil Team – volunteers will sit with palliative patients, for those at end of life who are without a family, and for families who need relief.

- Grief Support Groups – facilitated by a volunteer and meets weekly at Valhalla.

- Grief Walking Groups – facilitated by a volunteer and meets weekly at Valhalla

9. Provide details of how the grant funding will be used and a breakdown of expenses.

The grant funding will be used to pay for the following costs incurred with 8 weeks of volunteer training.

Postage x 2 volunteer sessions - \$150

Printing of volunteer manuals - \$300

Promotion and advertising - \$300

Refreshments x 2 volunteer sessions - \$600

Total: \$1350

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

There will be no fees for taking the OHS Volunteer Training.

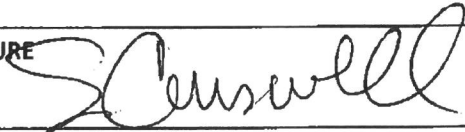

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

We have applied for a grant from the Parksville Qualicum Foundation, Arrowsmith Legion, and the Qualicum Beach Chamber of Commerce.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

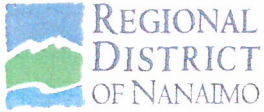
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE 
---	--

Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.



COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Oceanside Stroke Recovery Society		GRANT AMOUNT REQUESTED \$900.00
MAILING ADDRESS 399 Dorset Road Qualicum Beach, BC		
POSTAL CODE V9K 1H5	CONTACT PERSON Mary Jane Turner	
EMAIL ADDRESS rickmj@shaw.ca	TELEPHONE NUMBER 250-248-9994	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
--	---	-----------------------------

IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

See Attachment #1

2. Provide information regarding your organization's revenue generating activities and other sources of income.

See Attachment #2

Attachment #1

1. Provide information about the programs and services offered to the community by your organization:

The Oceanside Stroke Recovery Society (<http://oceansidestrokerecovery.org/>) provides:

- Weekly exercise therapy for stroke survivors and caregivers
- Weekly one-on-one speech therapy with stroke survivors with aphasia.
- Monthly art therapy for stroke survivors and caregivers
- Monthly music therapy for stroke survivors and caregivers
- *Monthly caregiver support group meeting for private and secure discussions lead by a professional psychologist.*
- Peer support – opportunities for social interactions for stroke survivors, caregivers, family members, volunteers and friends, i.e. luncheons, pot lucks, picnics, coffee socials, breakfast meetings.
- Weekly Fellowship for stroke survivors, spouses, caregivers, friends and volunteers at (brown bag) lunch.

Oceanside Stroke Recovery Society:

- promotes health by increasing awareness in the community of the impact of stroke and of the services offered to stroke survivors and their caregivers
- participates at local Health and Wellness fairs in Parksville, Qualicum Beach and North Qualicum (Qualicum and Nanoose First Nation Bands) including public interaction and distributing educational materials.
- participates in community health meetings, including Nanaimo Regional General Hospital stroke outpatient clinic and Brain Injury Society.
- offers presentations to community groups to make them aware of our programs and educate the public on warning signs of stroke, stroke prevention and stroke recovery.
- sends letters to local service clubs and organizations to increase awareness of our therapy programs.

- promotes health by acting as a resource for people concerned with the effect of Cerebrovascular accidents on individuals and their families by developing and distributing information.

All of the above activities are accomplished by the Co-ordinator, members, and volunteers of our society and professional therapists.

Oceanside Stroke Recovery Society programs are for stroke survivors and their caregivers living in the Parksville/Qualicum Beach/Nanoose/Coombs/Errington community.

Oceanside Stroke Recovery Society is a non-profit organization and meets every Friday at St. Columba Presbyterian Church Hall, 921 Wembley Road, Parksville and has been operating in our community for 32 years. We provide post-hospital support and programs for stroke survivors to enable survivors to recover to the best of their abilities. offer exercise therapy, speech therapy, music therapy, art therapy, caregiver counselling, social and recreational activities, peer support, all designed to promote healing. Presently, there are 57 paid memberships (stroke survivors, caregivers and volunteers). Our incorporated society number is S-0064604. Our CRA charity number is BN 80641 6129 RR00001.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

See attachment #4

5. Provide the project start and end date.

Start Date: September 1, 2018

End Date: July 31, 2019

6. Describe the benefit of the project for the residents fo the Regional District.

Folks that live in the RDN community are well served by Oceanside Stroke Recovery Society. We have been providing service in our community for 32 years. Benefits overflow from stroke survivor to caregiver to family to community.

The Regional District of Nanaimo in our area has a large senior population. Risk of stroke increases with age and it is important that these seniors are able to access the help that they need when it is required. The incidence of stroke is increasing, even among younger people and your grant will have the ability to help our current clients and the added benefit of helping future clients as well.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

All of our members will benefit from this project.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Oceanside Stroke Recovery Society has a large volunteer base. In addition to our four registered volunteers, our caregivers, stroke survivors (as much as they are able), and their families all contribute many hours of volunteer service, in our various fundraisers and special events. Local professionals and entertainers contribute volunteer hours to Oceanside Stroke Recovery Society as well.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

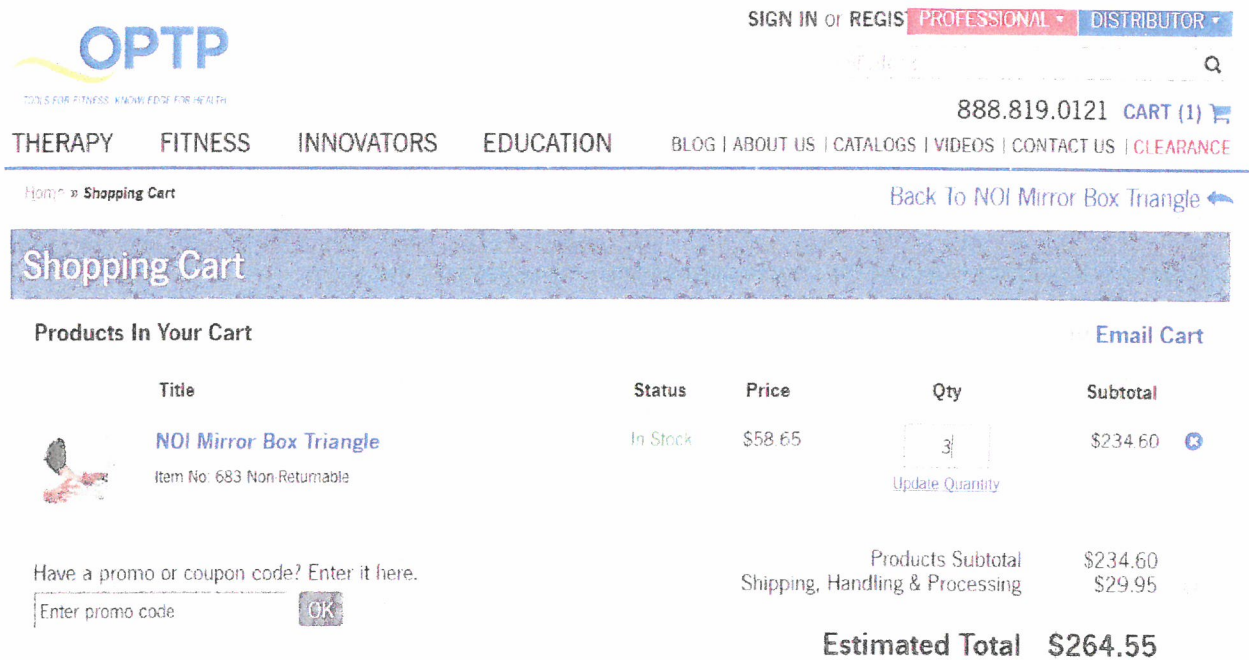
See Attachment #9

Attachment #9


9. Provide details of how the grant funding will be used and a breakdown of expenses.

Grant funding will be used to purchase mirror boxes to help stroke survivors with hemiplegia and musical instruments to upgrade our music therapy. Purchases to be made in locally when possible.

Mirror Boxes - <https://www.optp.com/NOI-Mirror-Box-Triangle>



The screenshot shows the OPTP website's shopping cart. At the top, there is a navigation bar with the OPTP logo and the tagline "TOOLS FOR FITNESS. KNOWLEDGE FOR HEALTH." The navigation menu includes "THERAPY", "FITNESS", "INNOVATORS", "EDUCATION", "BLOG | ABOUT US | CATALOGS | VIDEOS | CONTACT US | CLEARANCE". The user is logged in as "PROFESSIONAL" and has a cart with 1 item. The cart total is \$888.819.0121. The main heading is "Shopping Cart". Below this, there is a section for "Products In Your Cart" with a table:

Title	Status	Price	Qty	Subtotal
 NOI Mirror Box Triangle Item No: 683 Non-Returnable	In Stock	\$58.65	3	\$234.60

Below the table, there is a coupon code field: "Have a promo or coupon code? Enter it here." with an "OK" button. To the right, there is a summary of the cart:

Products Subtotal	\$234.60
Shipping, Handling & Processing	\$29.95
Estimated Total	\$264.55

Musical Instruments

<https://www.long-mcquade.com/>

NINO Fruit Shaker \$34.25
 SKU 440142
 Model NINOSSET 100

REMO Bossa Shaker \$14.75
 SKU 285955
 Model SR-0204-26

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

N/A

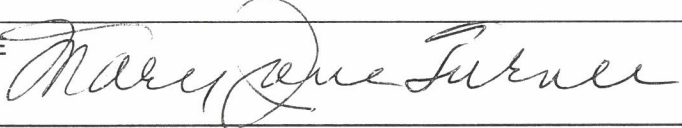
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

N/A

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----------------|
| 12. Provide a copy of your organization's current year budget. | Attached | A |
| 13. Provide a copy of your organization's latest financial statement. | Attached | B |
| 14. Provide an annual report for your organization, if applicable. | Attached | NA C |

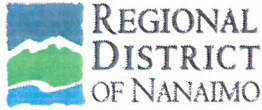
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE July 20, 2018
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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RECEIVED

AUG 31 2018

REGIONAL DISTRICT
of NANAIMO

dpm

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION OPERA NANAIMO	GRANT AMOUNT REQUESTED 5,000
MAILING ADDRESS 3659 Cottleview Drive	
POSTAL CODE V9T 4G4	CONTACT PERSON Carol Fetherston
EMAIL ADDRESS cfetherston@shaw.ca	TELEPHONE NUMBER (250) 668-8241

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Does the project fill a need in the community?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

The Opera Nanaimo Society was founded in late 2013. Its first year of formal operation was 2015. Since its beginning, mid-Island residents have been treated to several high-quality operatic and musical theatre performances: Opera Gems, featuring local singers and musicians (2014); Amahl and the Night Visitors (2015); Hansel and Gretel (2016); Voices in the Vineyard (2017 & 2018), again featuring local talent. (See posters attached.) Several of our performances have incorporated singers and musicians from various community cultural organizations throughout the region.

Since its beginning, Opera Nanaimo's primary goal has been threefold: to strive for excellence in all of its performances; to provide local talent with the opportunity to grow musically. Also, to build an even richer musical scene that already exists on the Island for both now and into the future.

Goals to be realized for 2019 include: Updating our strategic plan. Creating a sustainable volunteer program for the future. Assessing the viability of introducing small community satellite performances. Exploring ways to introduce in-house operatic workshops within local community school systems.

Over the years, many mid-Island businesses have benefited from ON performances: hotels, halls, vineyards, party rental companies, food and retail outlets, lumber yards, BC Ferries, etc. As we grow, so, too, we expect will all the businesses we must utilize to mount a production.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

During 2017/2018, Opera Nanaimo has been involved in a total reorganization. This, in turn, permitted us to undertake only two fundraising events, one each year. Approximately 200 people attended each of these events, and revenues raised are a clear indication of support for ON throughout mid-Island communities.

On August 12, 2018, this year's Voices in the Vineyard event was held. It was sold out weeks prior to the event taking place. Patrons from as far away as Victoria attended. Praise for the performers (young and old) poured in for several days after. Donors, sponsors, and volunteers participated, i.e. local sculptor, Joel A. Provest, a local florist, the Nanaimo Conservatory and Board members, who undertook graphic design, promotion, postering; venue set-up/tear down; and performance requirements. Approximately \$4,500 for The Society was raised. Documentation available at this time is included.

Currently, a New Year's Eve event is also in the 'possibility' stages. It is hoped that revenue from such an event would at least enable ON to begin establishing budgets and time lines required for achieving its primary goal of mounting a major operatic production in 2019.

As well, ON hopes to solicit other funding from other government agencies and private donors since major--or even small--operas are not cheap to produce. By the end of 2018, all of ON's financial information will be available on request.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

This grant will be used specifically to offset expenses associated with producing Madama Butterfly, the major operatic production being proposed the fall of 2019. With such a production, it is hoped to increase awareness of this unique art form substantially. As well, we hope to be able to make progress on achieving our other stipulated goals as noted above.

5. Provide the project start and end date.

Start Date: November, 2019

End Date: November, 2019

6. Describe the benefit of the project for the residents fo the Regional District.

As many well know, culture--art, music, drama--often times defines a community and is one element that can bind it together. This has been reflected in the Island's past. We believe it will continue to do so in the future. Nainaimo and its surrounding communities had one of the Island's first Opera Houses, which meant culture was important then as it is now.

As all of our productions have been successful (our last 200-seat Voices in the Vineyard production sold-out well in advance of the performance), we believe that there is a huge appetite for operatic events not only in this area, but throughout the whole of Vancouver Island. That said...

It is well known the cultural organizations are usually enormously underfunded by governments that often times assign cultural requirements to the bottom of the 'political heap.' In the past, all of our performers have come from various mid-Island communities. Benefits for Mid-Island residents that Opera Nanaimo hopes to provide follow:

- * Musical and theatrical opportunities for local singers, musicians and theatre performers;
- * Volunteer and access opportunities for mid-Island residents;
- * Business opportunities for numerous companies encompassing local and regional areas.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

It is our belief that 500-1,000 people will attend and/o participate in the proposed major operatic production. In the past, 200 plus people have attended small operatic productions. Provided we are able to achieve smaller community satellite performances as well, this number could easily increase to 2,000 or more.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Volunteer participation has been crucial to Opera Nanaimo in the past and will continue to be so in the future. Over the years, many people have volunteered their services, which, in turn, has enabled Opera Nanaimo to survive. That said, in the past years, as people grow older, volunteer levels have become much more difficult to sustain. While many of our volunteers are family members of the performers, Board participation has now become much more important than ever before. Descriptions of volunteer participation for a major operatic production follow:

1. The Board: Opera to be chosen; date, time and venue selection; preparation of a budget; establishing fund-raising possibilities; soliciting sponsors and donors; other duties as required;

2. Concert Organization: Selecting the venue, music and performers selection, conducting practices, and performance requirements.

3. Marketing: Designing all promotional materials; selection of printing company; ensuring that all promotional materials are properly distributed as decided by Board members. soliciting sponsors;

3. Administration and all responsibilities associated with venue setup/ tear down; organizing delivery and placement of chairs; poster distribution, media and membership coordination, etc.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

Grant funding will be used to offset expenses as indicated in the budget included under cover of this application.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Income will be generated primarily through ticket sales for this event. The cost of tickets will reflect current costs to mount Madama Butterfly, a well known major operatic work. Since this major production is several months into the future, a final budget has not been produced yet, but a preliminary budget is included with this application.

What is important to note, however, is that funds raised will go towards the following initiatives:

1. Furthering culture, specifically Opera throughout Vancouver Island;
2. Providing a venue for musically-talented youth and adults throughout mid-Island communities;
3. Initiating a volunteer service program throughout all communities close-by.
4. Providing satellite performances if deemed possible.
5. Initiating a high-school youth operatic performance program.

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

Opera Nanaimo has undergone major changes since 2016. It has a new Board. It is currently in the process of updating its website, fulfilling all past tax filing requirements, soliciting new membership and volunteers. It is also undertaking to identify major fundraising possibilities.

This fall, the new Board will begin work on the imperatives associated with producing Madama Butterfly, i.e. a final budget, identifying venues and resources. It will also ensure that proper reportage and financial mechanisms are put in place immediately so that financial information is readily available at all times during the process.


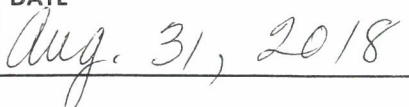
This proposed operatic production will be the first major production Opera Nanaimo has undertaken since 2016, and several reasons account for this: the major one being a complete overhaul of the whole organization.

As yet, Opera Nanaimo has not applied for other grants, although, at some time in the future, it will definitely do so. In the past, Opera Nanaimo has received funding mostly in the way of services rather than through financial contributions. A record of those sponsorships is available on the poster materials enclosed. Thank you for reviewing this application, and we hope that you will consider it favourably.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | £ |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

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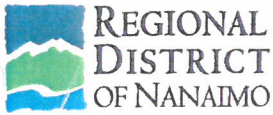
SIGNATURE 	DATE 
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

£

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COMMUNITY GRANTS PROGRAM APPLICATION

changed as per email. attached

NAME OF ORGANIZATION Parksville & District Chamber of Commerce		GRANT AMOUNT REQUESTED \$2,000 \$1000.	
MAILING ADDRESS 1275 E Island Highway PO Box 99, Parksville, BC			
POSTAL CODE V9P 2G3		CONTACT PERSON Caitlin Woon	
EMAIL ADDRESS Events@Parksvillechamber.com		TELEPHONE NUMBER 250 248 3613 / 250 228 5210	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

Artworks is a one-of-a-kind Weekend event that brings together Celebrated Artists, art lovers, art collectors, gallery owners, and the general public. The 2 day event takes place Sept 2018 & 2019, in the beautiful resort setting of Parksville, BC. The public will have a rare opportunity to see these exceptional Artists at work, meet and speak with the Artists, and attend demos, work shops, and panel discussions. An amazing collection of fine works of Art by the participating artists will be available for viewing and purchase in a pop up gallery. Artworks provides an opportunity for the public to meet some of Canada's most renowned artists, while enjoying a weekend at the quality Resort Bayside in downtown Parksville.

5. Provide the project start and end date.

2018/2019

Start Date:

Sept 1st / Aug 31st

End Date:

Sept 2 / Sept 1

6. Describe the benefit of the project for the residents of the Regional District.

This will bring people from all over the island to Parksville BC, as well as visitors from the mainland, perhaps even all over Canada. This will bring people to stay in our hotels, shop at our stores, and dine at local businesses. On a weekend that has been known to have little activity or events.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

We have 3 ticket sale packages that will be our main source of revenue.

<p>\$450 accommodation package</p> <ul style="list-style-type: none"> - weekend pass - two nights accommodation - Sat and Sun lunch - Saturday reception 	<p>\$150 weekend pass</p> <ul style="list-style-type: none"> - weekend pass - Sat & Sun lunch - Sat reception 	<p>\$75/\$5 Sat/Sun Day pass</p> <ul style="list-style-type: none"> - Day pass - Sat includes lunch and reception - Sun does not include lunch
--	--	---

11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

- Sponsorship

Commentucci, Sherry

From: Caitlin Woon <events@parksvillechamber.com>
Sent: Thursday, August 30, 2018 1:04 PM
To: corpsrv
Subject: Community Grant Update - ArtWorks

Good Afternoon,

Here is a break down of our expenses for our keynote speaker. Please adjust the asking amount from \$2000 to \$1000. Thank you.

Expenses:

Travel from the University of Victoria to the Quality Resort Bayside in Parksville. 152.1 kms X .52 per km = \$79.09 X 2

Honorarium: \$500

Hotel at the Quality Resort Bayside \$206.03 per night X 2

Meal expenses: Breakfast \$12 buffet at the Bayside

Lunch \$16 buffet at the Bayside

Saturday evening reception ticket price \$25 for networking and dinner.

Total amount = \$1123.24

Thank you,

Caitlin

Caitlin Woon

Events Coordinator

Parksville & District Chamber of Commerce

1275 E Island Highway, PO Box 99

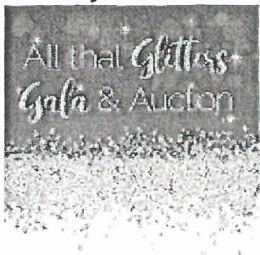
Parksville BC, V9P 2G3

250-228-5210

250-248-3613

[parksvillechamber](http://parksvillechamber.com)

Join us for our 34th Gala and Auction. Call us to make a donation!



COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Parksuile & District Chamber of Commerce		GRANT AMOUNT REQUESTED \$1,000
MAILING ADDRESS 1275 E Island Highway PO Box 99, Parksville, BC		
POSTAL CODE V9P 2G3	CONTACT PERSON Caitlin Woon	
EMAIL ADDRESS Events@parksuilechamber.com	TELEPHONE NUMBER 250 248 3613 / 250 228 5210	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
---	---	-----------------------------

IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

- we operate the Parksville Visitor Centre
- As a chamber we represent the business community in what they want to see within the oceanside area.
- We manage community events that bring in revenue into their businesses such as:
 - Summer by the sea street market
 - Canada Day in Parksville
 - Artworks
- We also promote business through our Business Awards

2. Provide information regarding your organization's revenue generating activities and other sources of income.

- Our weekly summer market
Summer by the sea street market
- Operating the visitor centre
- Souvenir gift shop
- Chamber membership fees
- our other events

7. How many people does your organization anticipate will attend, benefit or participate in this project?

over 20,000 people

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

The chamber events would not be possible without volunteers.

We partner with community groups to help with our event such as

- Young Professionals of OceanSide
- Citizens on Patrol
- The Rotary

We also have many more volunteers, that volunteer on their own without being a part of a organization

9. Provide details of how the grant funding will be used and a breakdown of expenses.

funding would go towards

- Traffic Control

Since it is such a large event we have to have constant traffic control at the entrance to the event along with support for the parade route.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

Parksville's Canada Day celebrations are among the largest on Vancouver Island attracting over 20,000. The days festivities kick off with the Shriners pancake breakfast, parade, family focused entertainment and activities as well as the fabulous grand finale fireworks, sponsored by Thrifty Foods. Add in food trucks, concessions, artisan booths, and fun rides for the kids, and it will be a full day of family fun!

5. Provide the project start and end date.

Start Date: July 1st

End Date: July 1st

6. Describe the benefit of the project for the residents fo the Regional District.

Canada Day in Parksville brings over 20,000 people into Parksville. This is people from all over the RDN as well as other areas on the island. The RDN had two booths at our festivities making it possible to relay their messages to a high volume of people.

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

we charge a fee to be a vendor at the event
such as:

- market vendors
- food vendors
- food trucks

That and sponsorship is a huge part of our revenue

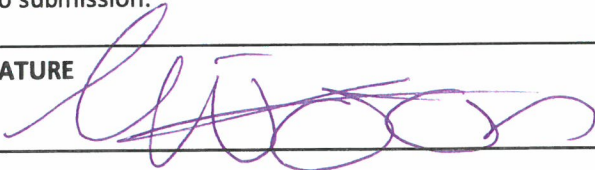
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

Thrifty foods is our main sponsor. They put up the cost for the fireworks.
We apply for the Heritage Canada Grant each year
we also approach local businesses for sponsorship.

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization’s current year budget. | Attached | |
| 13. Provide a copy of your organization’s latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

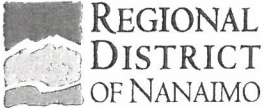
Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE July 16/18
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Please submit your organization’s completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.



RECEIVED
 AUG 24 2018
 REGIONAL DISTRICT
 of NANAIMO

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Parksville Seniors Activity and Drip-In Centre (PSADIC)		GRANT AMOUNT REQUESTED \$13,632.50
MAILING ADDRESS 144 Middleton Avenue, P. O. Box 1266 Stn. Main Parksville BC		
POSTAL CODE V9P 2H3	CONTACT PERSON Patti Cloutier, Treasurer	
EMAIL ADDRESS drop.in@shaw.ca	TELEPHONE NUMBER 250-586-5999	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

The Centre liaises with various outside groups such as Stanford Place and the Royal Canadian Mounted Police - Parksville Detachment to keep members updated on outside programs for which they may qualify eg. lifelife, SAFER

The Centre provides a meeting place for seniors in the area to meet to play various games, have coffee and/or lunch, read a book, knit, or just sit and chat. The Centre is open Monday to Friday from 9:00 a.m. to 3:30 p.m.

Attached please find a copy of the schedule of weekly activities at the Centre.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

The membership fee is \$15.00 - January to December.

Special events are scheduled throughout the year: a tea in February; barbeque in August; chpir concerts in the spring and near Christmas; Thanksgiving dinner, birthday cake each month, to name a few.

In-house, the Centre kitchen provides daily sandwiches, homemade desserts, tea/coffee/iced tea with homemade soup being served twice a week and a hot lunch on Fridays. All are at a nominal cost to the members.

3. Does your organization own its own facility? Yes No

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

The grant that the Centre is making application for is to assist in the costs of repairing and upgrading the interior of the building.

The grant will be used to assist in the cost of painting the interior walls and door frames of the building. The interior has not been painted since 1989 so the Board of Directors felt it was time for an upgrade.

As well, the Centre would like to upgrade one of the bathrooms to make the sink handicap accessible. The toilet and grab bars have been installed over the past few years but the sink needs to be replaced to allow handicap persons accessibility to the faucets.

5. Provide the project start and end date.

Start Date: July 1, 2018

End Date: September 30, 2018

6. Describe the benefit of the project for the residents fo the Regional District.

The building is in bad need of painting. The green paint is the original color and has not been upgraded since 1989.

The Centre has three bathrooms, one of which is designated handicap. A new sink or cabinet would enable a disabled person to have better access to the sink/faucets.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

The present membership stands at 340, with new members being added each month.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

The Centre was established in 1987. In 1999 the Centre was enlarged to its present size and the mortgage was burned in 2002.

The present Board consists of six Directors who are all volunteers. The kitchen is also manned by volunteers.

The Board works diligently to acquire volunteers, whether for a special event or to fill a seat on the Board.

With the upgrades, the Centre will be provide a fresh and clean atmosphere for its members. It will make the Centre bright, cheerful, and more welcoming to members and visitors.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

Upgrade/repair inside of building	12,832.50
Replace bathroom sink	800.00
Total grant request: \$13,362.50.	

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

Each event at the Centre is a different fee. There is a charge for each activity to assist in the cost of lights and heating of the building.

Attached is a weekly schedule of activities.

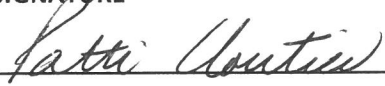
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

Parksville-Qualicum Foundation	1,500.00 (received in July, 2018)
Coastal Community Credit Union	1,165.50 (applied for but not yet approved)
Total from other sources: \$2,665.50	

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization’s current year budget. | Attached | |
| 13. Provide a copy of your organization’s latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE August 17, 2018
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Please submit your organization’s completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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**The Royal Canadian Legion
Bowser & Area Branch # 211
7035 W. Island Highway, P.O. Box 115,
Bowser, B.C. V0R 1G0**



Phone: (250) 757-9222 Fax: (250) 757-9220

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo
BC V9T 6N2

April 17, 2018

Please find attached our submission for a Community Grant.

We hope you will look upon our application favorably.

Should you require any further information please do not hesitate to contact me at the Royal Canadian Legion Branch #211 or alternatively 250 757 8694

Since we are not for profit organization all of our efforts focus on supporting our community and veterans. We appreciate any assistance that you can provide.

Thank you again for your consideration,

Sincerely,
Zoe Fiddler
Vice President

Community Grants Program Application
Page 2

2. Provide information regarding your organization's revenue generating activities and other sources of income.

The Royal Canadian Legion Branch is managed by the membership through an elected Executive team of volunteers. The annually elected Executive team consists of President, Vice President, 2nd Vice President, Treasurer, Secretary and six Committee Chair appointments. Volunteers receive no remuneration for their time and effort.

The Legion generates its ever increasing operating costs and building up-keep through membership and lounge service. Any unforeseen repairs and maintenance, an often and increasing burden given the age of the building, is met through event fund raising in the community.

Programs such as the Gaming and Poppy programs are mandated to helping Veterans and community service programs. These funds are prohibited from the use of providing any up keep or repair to the Legion. They are specifically used for donations to youth service groups such as cadets, student bursaries and scholarships, and donations to various community service groups. Activities and programs are dependant on individuals volunteering their time and resources. Without this commitment many of the community activities offered would not be possible.

The need for ongoing repairs and maintenance is becoming overwhelming and financially draining.

3. Does your organization own its own facility? YES NO

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

The grant is desperately needed to replace and up-date electronic audio and visual equipment. Our current system breaks down, it is not compatible with newer electronic devices and inadequate. The system is not user friendly and requires the Communication Chair volunteer to set it up, monitor it and be able to problem solve when it is in use. As such the current system is challenging.

The Legion's current audio/visual system does not meet the needs of groups using the Legion. Individuals attending meetings have problems hearing the proceedings. Those wishing to engage from the floor can not be heard. We have no roaming microphones. Seniors need to have the ability to participate, hear and engage. Community groups using the premise need to have appropriate equipment available to present their information.

Community events will be greatly enhance with a new system. The Legion is unable to adequately present a number of fund raising events because of our current system.

Outside events such as Remembrance Day and Canada Day are hampered by our current system. The audio is reliant on moving equipment from the hall to make these events happen. Individuals often complain they have not heard announcements/proceedings. Moving this equipment could also be viewed as un-safe in bad weather. Remembrance Day services can not be heard inside the hall, where on bad weather occasions in November, many of the elderly or disabled persons need to shelter.

The Legion is also the designated Emergency Response Center for our area, safety issues and information flow would be addressed with the option of a public announce system.

5. Provide the project start and end date.

Start Date: Aug 1, 2018

End Date: Dec 1, 2018

6. Describe the benefit of the project for the residents for the Regional District.

The Legion and community appreciates the past assistance of the Regional District.

Life, Ordinary and Associate membership numbers at this time are over 350. The Bowser Legion also welcomes non-member's to visit and participate in programs and events. Because of our reputation we have seen more visitor's from the wider Regional District.

The Legion promotes remembrance and engagement in community participation. We lead through example of what volunteer's can achieve in the community.

Individuals, families and community groups are supported by the Legion and we promote comradeship and fellowship towards each other and the welfare of the community.

Supporting seniors in the community is a major focus for the Legion and it is planned to enhance our commitment to this group in 2018, through offering more day time programs for their wellbeing and participation. We need to make sure that we have the ability and equipment to do this.

Community Grants Program Application
Page 3

7. How many people does your organization anticipate will attend, benefit or participate in this project?

Membership, visitors, and community (100 +)

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

Activities and programs at the Legion would not be possible without the active support of the community.
Community volunteer's manage, organize and c-ordinate the day to day running of the Legion. Programs and events would not exist without these dedicated people who come from all walks of life, bring skills, experience and enthusiasm to every thing they do.
This project will again utilize our base of skilled volunteers, who have comited to work along side and assist the appropriate licenced professionals to install the equipment. As such, this has an influence on the overall cost involved in the project.

9. Provide details of how the grant funding will be used and a breakdown of expenses.

The grant will be used to help purchase the hardware. We have obtained costing for the following items; (attached is a copy of the most reasonable quote)
Quotes to cover the total cost amount to \$8,585.79
2 UHF Wireless lunner's \$1,116.00
2 UHF handheld microphones \$496.00
2 Charge's \$826.00
2 Adapter's \$110.00
2 UHF fixed mounted dipole antenna's \$440.00
Mounting Kit \$95.00
9 channel mixer/amplifier \$985.00
cables \$298.00
Speaker wire (in wall) \$188.00
Ceiling projector mount \$148.00
Other costs for items will be incurred
Taxes approximately \$900.00
Professional labour costs \$2,878.87
Materials/cables/connectors etc., approximately \$500.00
The deficit will be raised through community donation.

10. Provide Information regarding revenues and fees that will be charged for the event or program (If applicable).

Not applicable

Community Grants Program Application
Page 4

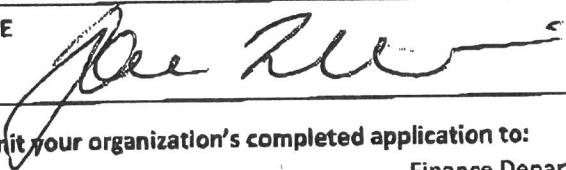
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

No alternative funding has been requested to assist with this project.
Volunteers have offered their time and expertise to off-set some installation costs.
The Legion will hold a number of fund raising events to help with this project.

Budget Information – please provide the following information as separate attachments:

- 12. Provide a copy of your organization's current year budget. Attached
- 13. Provide a copy of your organization's latest financial statement. Attached
- 14. Provide an annual report for your organization, if applicable. Attached N/A

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE Apr 15, 2018
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Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: corpsrv@rdn.bc.ca

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COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION The Royal Canadian Legion Branch #211	GRANT AMOUNT REQUESTED \$5,000.00
MAILING ADDRESS 7035 West Island Hyway, Post Box 115, Bowser, BC	
POSTAL CODE V0R 1G0	CONTACT PERSON Missouria Fiddler - Vice President
EMAIL ADDRESS rcl211@shaw.ca	TELEPHONE NUMBER 250 757 9222

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

The Royal Canadian Legion was founded in 1926 to meet the needs of all who served in the armed forces and their dependents. The Legion has never faltered in its effort to improve the lot of Veteran's ex-service members, RCMP members and their families, the community and Canada. We promote just rights for those who served and need our aid so they can be assured of reasonable adequate assistance; and encourage, promote comradeship. We engage in all forms of community support.

The strength of the Legion is measured by the activities which the Branch offers to members and the community. Along with service to Veterans the Legion works with local schools to assist youth through the sponsorship of bursaries, scholarships and activities, seniors programs, Cadet programs, recreation programs and special Community events. All of which credit and benefit the community.

The Legion is an integral service provider in the rural townships of Bowser/Deep Bay, the electoral areas of Areas H and G. We promote and engage with service groups, co-ordinating resources by offering the use of our facility for meetings and to hold their fundraising events.

Branch #211 provides a welcoming place where individuals can socialize, meet and make valuable and lasting friendships and become involved in the community by way of volunteering.

The Legion is a designated Emergency Response Centre, should a crisis occur in the community.