

## COMMUNITY GRANT APPLICATION

### DECLARATION

***This declaration is to be signed by two signing officers of your organization.***

- *I certify to the best of my knowledge that the information provided in this application is accurate, complete and endorsed by the group I represent. On behalf of the applicant organization, I agree to the following conditions if this application is successful:*
- *Grant funds must be applied to current expenses and must not be used to reduce or eliminate accumulated deficits or to retroactively fund activities;*
- *The organization will make every effort to secure funding from other sources as indicated in its application;*
- *The organization will maintain proper records and accounts available for inspection by the City or its auditors;*
- *The organization will immediately notify the Office of the City Clerk (in writing) of any changes in the organization's activities as presented in its application. The Office of the City Clerk will determine if subsequent approval by Council is required.*
- *In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining funds are also to be returned to the City.*
- *The organization must acknowledge the financial assistance of the City of Burnaby on all communications and promotional materials relating to its activities, such as programs, brochures, posters, advertisement, websites, new releases and signs. Acknowledgement is provided by using the City of Burnaby logo in accordance with prescribed standards.*

Signature

*Bacon*

Title:

*MANAGER, CORPORATE PARTNER*

Name (Print Name):

*JAMES BACON*

Date:

*28/5/19*

Signature

*Delaney Griffiths*

Title:

*Development Coordinator*

Name (Print Name):

*Delaney Griffiths*

Date:

*28/5/2019*

## GETTING STARTED

1. Are you? ☐ New Applicant ☒ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant ☐ Recreational Sport Grant
3. Amount you are requesting \$10,000.00
4. Total cost of the project/event/program etc.: \$50,000.00

## GETTING TO KNOW YOU

### 1. What kind of applicant are you?

☐ Local Registered Non-Profit Society

Society No: \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_

☒ Registered Charity Charitable No.: 108168709

☐ National/International Non-profit operating locally

Society No: \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_

☐ Sport or Recreation Organization

☐ Other Specify: \_\_\_\_\_

2. Group/Organization Name: Variety - the Children's Charity

3. Group/Organization Street Address: 4300 Still Creek Drive, Burnaby, BC, V5C 6C6

4. Website (if applicable): <https://www.variety.bc.ca/>

### 5. Grant Application Main Contact Person

Name: James Bacon - manager, corporate partnerships

Phone: 604 268 4031

Email: james.bacon@variety.bc.ca

### 6. Contact person #2

Name: Delaney Griffiths - development coordinator

Phone: 604 268 3896

Email: delaney.griffiths@variety.bc.ca

### 7. Number of Volunteers

Confirmed: \_\_\_\_\_

Expected: \_\_\_\_\_

## **THE PROJECT/EVENT/PROGRAM**

1. Name of the Project/Event/Program: Variety Mobility Day

2. Project/Event/Program Location (physical street address or event location):

4300 Still Creek Drive, Burnaby

3. Project/Event/Program Start Date: June 5th, 2019

4. Project/Event/Program End Date: Ongoing

## **PURPOSE OR BENEFIT**

1. Describe the purpose or goal of the project/event/program.

Variety Mobility Day will increase awareness for the growing need for funding for mobility based equipment for BC's children with special needs, whilst celebrating accessibility through a community engagement event. The event will launch a fundraising campaign to help 20 children in our community with life-changing mobility equipment through raising our goal of \$50,000.

2. Describe the project/event/program, and the activities.

The event will be held at the Variety B.C headquarters on Variety International Mobility Day and will feature a barbecue, accessible obstacle course and games for Variety Kids. We will be presenting a child with an adaptive trike, an adaptive family van and will be engaging with various equipment suppliers and key donors, providing the opportunity for supporters to witness first hand the impact their contributions have in our community. The aim of this project is to raise funds and awareness about the work of Variety and the increasing demand for mobility equipment.

3. Describe how the project/event/program fits into the chosen grant category.

We strongly believe Variety Mobility Day fits perfectly with the community granting criteria as it engages two key elements outlined in the Policy Section of the Council Report, "A Connected Community" and "An Inclusive Community". The event will engage residents of Burnaby with a community barbecue and fully accessible activities, whilst promoting inclusivity and accessibility for children with special needs. We aim to enhance social connections, celebrate diversity and help ensure all members of the community have a greater sense of belonging. In providing funding for the mobility equipment, we will be able to ensure children in Burnaby have the resources necessary to be able to fully integrate with their community.

4. Describe how this project/event/program will benefit residents of Burnaby (who will benefit) How many Burnaby residents will be involved with or benefit from the project.

In addition to the 300+ residents and community members who are projected to attend the barbeque, if our fundraising goals are achieved an additional 20 children with special needs will be granted life-changing mobility equipment. This event will not only engage with the community but actually provide life changing mobility equipment that will further the overarching goals of accessibility and inclusivity.

5. Describe how the project/event/program aligns with one or more of the following ([Social Sustainability Plan](#), [Environmental Sustainability Plan](#), [Official Community Plan](#)):

In accordance to the Social Sustainability Plan, section VI. Strategic Priorities and Suggested Actions - Meeting Basic Needs, the success of Variety Mobility Day would meet the basic accessibility needs of 20 children in our community. Beyond the initial life-changing gift of the freedom to move through an adaptive tricycle or an adaptive stroller, such a gift would further enable healthy lifestyle practices for an entire family. For many families with special needs, getting out and engaging in healthy recreational lifestyles is impossible with a child with special mobility needs. Going out for walks and engaging with Burnaby's park and recreation services becomes possible, elevating not only a child but an entire family. As the Social Sustainability Plan's Strategic Priority number 1 is meeting the basic needs of the population, supporting this program would enable the basic mobility needs of 20 children to be met, and the lives of 20 families to be transformed

Furthermore, the plan identifies a high level of poverty within the city as a key challenge. Variety - the Children's Charity provides funding for grants for low income families exclusively. We strive to meet the growing need for equipment for special needs children when the expenses are simply impossible too many families. In supporting this project the City of

Burnaby will be working with Variety to alleviate some of the socio-economic constraints preventing special needs children in our community from achieving their full potential. Every child deserves to be able to move with freedom.

6. Identify your community partners or stakeholders – you may also include letters of support for your project/event/program from these groups as part of the application.

Our community partners for this event will be our mobility equipment suppliers Motion Specialties, Sidewinder, Coastal Ford) as well as the Willingdon Park Business Park

7. If the amount requested from the City of Burnaby is not fully granted, what would you do to make up the difference and/or how would you proceed differently?

We would be extremely grateful for any amount given, however if we were unable to receive the full \$10,000 this would greatly impact the number of children we would be able to support with mobility equipment.

## **EVENT OUTCOMES**

1. How will you know if your project/event/program reached its goals? (for example, a goal of engaging youth in environmental activities might include reaching a set target of youth participants)

This project has two levels with two completely different measures. The first is our fundraising component which is a simple measure. If we achieve our goal of \$50,000, we will be able to help change the lives of 20 new families with a child with special needs.

The second element of this project is a larger, less easily defined, in community engagement and special needs integration. Through this event we aspire to not only engage our key donors and corporate partners but the Burnaby community as a whole. To achieve this we will utilize our social media channels and collaborate with strategic partners to raise awareness of the event and the need for support. The community BBQ will provide the opportunity to engage with the community and provide a safe, fun space for special needs children to contribute to a life changing campaign. According to a study conducted by the American Academy of Pediatrics, children with special needs are more likely to be left out, ignored or bullied by their peers, which in turn leads to higher rates of depression and anxiety in said populations. In providing equipment that enables these children to not be left behind and by providing a fun inclusive day for everyone, Variety aspires to work to the greater goal of ensuring no child is left behind, regardless of economic or physical constraints.

2. What data and feedback do you collect from your audience/participants? How do you evaluate your programs and services?

We will conduct an email survey after the event to all the attendees. As this is our inaugural year for Variety Mobility Day, conducting a survey will enable us to identify key areas to improve and grow for the future.

## **LONG TERM VIABILITY**

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

1. What are your sources of revenue? What percentage of total revenue do they each represent?

<u>Source of Revenue</u>	<u>% of Total Revenue Previous Year</u>	<u>% of Total Revenue Current Year</u>
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	0	0
Grants (All federal, provincial, municipal, foundation and gaming grants)	0	0
Donations and Sponsorships (Cash)	0	0
Donations and Sponsorships (In-kind)	0	0
All donations (cash/in-kind) provided by the City of Burnaby	0	0

2. What other sources of funding are you currently pursuing? Does the organization have a plan for diversification and increase of revenue over the longer term? If yes, please provide a copy of the plan or describe the primary objectives and strategies.

We will be conducting a direct mail campaign to our donor base centered around funding for our Mobility Campaign. We will also be receiving sponsorship from our mobility partners and doing a text-to-donate campaign.

3. Please identify the cash value (\$) of all City of Burnaby contributions your organization/program/event has received from the City of Burnaby over the past three (3) years. Additionally, please indicate any other City of Burnaby grant opportunities you will be pursuing in the current year. Failure to identify City of Burnaby contributions may affect your eligibility for grants in the present year and in the future.

	3 years ago	2 years ago	1 year ago	Current Year	
				Awarded	Requested
Grant - Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grant - In-kind	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Permissive Tax Exemption	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lease Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

4. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rationale for the increase.

This is a brand new initiative.

5. Describe the top 3 goals for the organization in the current year.

Goal 1:

To support kids with special needs in British Columbia

Description:

We continue to seek to help even more kids in the following vital services and equipments

- Life-saving medication and supplies such as diabetic supplies and feeding pumps for children who cannot be fed orally
- Counselling services for children and youth facing mental health challenges
- Tuition to specialized schools and tutoring bursaries for children with learning disabilities
- Mobility and adaptive equipment such as power and manual wheelchairs, orthotics, and standing walkers to give children their freedom and independence

- Specialized therapies such as speech & language, occupational, and physical therapies

Goal 2:

To continue to engage British Columbian communities in Variety's mission

Description:

To activate individuals and corporations throughout British Columbia to engage with the goals and missions of Variety BC.

Goal 3:

To continue to grow with the demand in order to fully meet the needs of children in B.C with special needs

Description:

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	3,300	3,620
Volunteer hours per year		9,200
Number of voting members		120

7. How does your organization work to ensure that programs and services are accessible and inclusive for anyone who has an interest regardless of age, ability, orientation, ethnic/cultural background, socio-economic status? Please share examples and success stories of inclusivity and diversity within your organization and programming. (750 Characters Max)

Variety steps in where healthcare ends, providing direct help to children with special needs in BC. For 52 years Variety has been there for families, ensuring children have support to reach their full potential. To Variety this means a host of things, from providing medical equipment to occupational therapy. Giving children from with special needs low- income families access to the equipment, tools, services, and specialized educational programs they need can significantly increase their ability to integrate into future social environments, including school, community, and employment. Together we can make our community better and give children the opportunity to rise to their fullest possible potential.

## **INSURANCE AND ACKNOWLEDGEMENT**

1. Does your organization have general liability insurance? ☒ Yes ☐ No

2. If yes, what coverage?

5,000,000

3. How will your organization, if granted funds, acknowledge the contribution from the City of Burnaby? (maximum 500 characters)

We will provide recognition through marketing materials and social media posts.

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Variety - the Children's Charity
For the Fiscal year:	2018
Month Fiscal Year Begins:	September
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input type="radio"/> Yes <input checked="" type="radio"/> No
Amount:	

REVENUES	Prior Year Actual	Current Year Budget	Current Year Confirmed? Y/N	Brief Descriptions/ Comments (type of grant and funding period)
Federal Government (Specify)				
1.				
2				
3.				
PROVINCIAL Government (Specify)				
1.				
2.				
3				
LOCAL Government (Specify)				
1				
2.				
3.				
Sponsorships (Specify)				
1. Corporate Sponsorships	224,672	383,500		
2.				
3.				
Earned Revenue				
1.				
2.				
3.				
Fundraising (Net Revenue)	2,544,398	2,792,000		
Individual Donations	1,850,922	2,097,500		
In Kind Sources				
Investment Income	220,818	199,000		
Other sources (specify)				
Membership Dues	7,290	10,000		
Total Revenue	4,848,098	5,482,000		
Total Revenue	0	0		



<b>Expenditures</b>	<b>Prior Year Actual</b>	<b>Current Year Budget</b>	<b>Brief Descriptions/ Comments (type of grant and funding period)</b>
Total Compensation Expense	1,525,822	1,635,100	
Office Supplies & Expenses	217,851	223,995	
Program & Event Supplies	899,578	891,085	
Advertising & Promotion	284,383	395,300	
Travel & Vehicles Expenses	39,952	55,455	
Interest and Bank Charges	83,989	91,570	
Licences, Memberships, & Dues	28,226	39,375	
Occupancy Costs	72,678	82,000	
Professional & Consulting Fees	405,757	305,100	
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers			
City Services Expenses			
1.			
2.			
3.			
Other Expenses			
Heartfund (grant distribution)	2,285,867	2,380,000	
Total EXPENDITURES	5,805,237	6,048,980	
Current Deficit	(957,137)	(566,980)	
Total EXPENDITURES	0	0	
Current surplus (deficit)	0	0	