

#19.40. Down Syndrome Resource Foundation

A. 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 \$25,000.00
4. Total cost of the project/event/program etc.: \$738,426.00

B. GETTING TO KNOW YOU

1. What kind of applicant are you?

☐ Local Registered Non-Profit Society

Society No: S-33337

Date of Incorporation: March 13, 1995

☒ Registered Charity Charitable No.: 8989072666 RR0001

☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization

☐ Other Specify: _____

2. Group/Organization Name: Down Syndrome Resource Foundation

3. Group/Organization Street Address: 1409 Sperling Ave, Burnaby, BC V5B 4J8

4. Website (if applicable): www.dsrf.org

5. Grant Application Main Contact Person

Name: Jason Campbell

Phone: 604 444 3773

Email: jason@dsrf.org

6. Contact person #2

Name: Wayne Leslie

Phone: 604 444 3773

Email: wayne@dsrf.org

7. Number of Volunteers

Confirmed: 130

Expected: 150

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: One to One Children Programs

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

1409 Sperling Avenue, Burnaby

3. Project/Event/Program Start Date: September

4. Project/Event/Program End Date: August

D. PURPOSE OR BENEFIT

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

Our aim is to assist in the development of children into adults who are confident, self-reliant, resourceful, socially connected, and able to make positive contributions to their community. At the Down Syndrome Resource Foundation, our educational programs are designed to enhance the skills that will support full social inclusion.

Specifically, our goals are as follows:

- To improve reading and math skills in the younger age groups, to enable them to better keep up with their classroom peers, which boosts self-esteem
- To improve reading comprehension, to foster a love of learning and literacy
- To improve speech and language development, to make communication within the community more effective and more enjoyable and, with occupational therapy, improve gross and fine motor skills to support physical development.

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

Specialized health and education services improve the quality of life and increase self-esteem of people with Down syndrome. The Down Syndrome Resource Foundation's innovative and unique programs and services, designed specifically to meet the complex health and educational needs of children with Down syndrome, and provide a firm foundation for lifelong learning.

Our approach comes from a deep understanding that every learner is an individual with unique strengths and interests, and that learning is optimized when these preferences are incorporated into individual program development. Our high quality programs are taught by a highly skilled, experienced and certified multi-disciplinary team and are backed by the results and insights observed through continuous program evaluation.

The outcomes for individuals with Down syndrome can be maximized by providing opportunities for rich social connections with family and friends, participation in the community, optimal health care, as well as the opportunity to learn through instruction that is tailored to the profile of the learner.

Specifically, we focus on three key areas: speech and language/occupational therapy, reading and communication, math, and enhancing the life skills that will foster maximum independence. These areas are strengthened through the following services offered for children with Down syndrome under the age of 18, for which we are seeking the support of the City of Burnaby:

- One to One Reading. Our reading programs prepare students to more fully participate in classroom activities at school and complement school based learning through:

- *Assessment
- *Program design
- *Material preparation for both in-class and take home
- *Modelling for other team members
- *Charting the course for continued progression

- One to One Math. Teachers work to develop the skills that are most useful and necessary in everyday life using a balanced approach in which multiple concepts are developing at the same time and the individual student's

needs and interests are incorporated. Students are involved with activities that provide practice of skills in various contexts and opportunities to use the numeracy skills they are building in meaningful ways.

- Speech and Language Therapy. A fun and friendly environment with resources that facilitate laughter provides an age appropriate opportunity for speech improvement. Led by our certified speech-language pathologists, our one-on-one approach effectively enhances language development by fostering skills that are targeted to the individual. Particular focus is placed on positive reinforcement during activities involving language, speech, intelligibility and social communication.
- Occupational Therapy (assists with physical skills, gross and fine motor skills, sensory processing, cognitive skills, and psychosocial skills). School-age children learn both academic skills and non-academic or “functional” skills. Academic skills might include sequencing between activities, matching, drawing, colouring, and eventually printing. Functional skills include learning how to get dressed, throwing and catching a ball, fastening buttons and zippers, using scissors and establishing hand dominance.

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

This program falls under the general program grant as it is not related to a sporting activity or for operations.

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?

Due to Down syndrome's very small population size, in order to maintain participation levels that make our programs viable, we must make our services available for anyone with Down syndrome from the larger Lower Mainland area. If not, there would be insufficient numbers to offer our services to Burnaby residents. We ask that you consider this unique vulnerability when assessing this criteria. The fact that we provide our services in Burnaby ultimately makes them more easily accessible for residents of Burnaby. Similar to city programs, DSRF programs and services are family oriented and inclusive with a focus on social and recreational activities but with a specific focus on meeting the needs of residents with Down syndrome, which the city cannot provide. Our services are also designed to empower individuals with disabilities to be more successful in general public activities like those provided by the city in it's efforts to promote inclusion. Over the next year our One-One program will serve approximately 500 people with 250 being Burnaby residents.

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

DSRF is a natural extension of Burnaby's Social Sustainability Plan and its goal to be an inclusive community that values all of its members and helps them to meet their basic needs so that they can live in dignity, engage actively, and contribute to their community. We extend the city's ability to assist residents with Down syndrome in this regard by providing services specifically tailored to individuals with Down syndrome. Down syndrome is a rare condition, which by definition means it is limited to a small segment of the population. The small size and unique nature of this population make it especially vulnerable to marginalization. Therefore, these are community members that Burnaby, with a Social Sustainability Plan to be caring and inclusive, should protect most by supporting organizations like DSRF that meet their special needs to help them be healthy and productive members of the community.

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.

The success of the DSRF approach is ultimately measured not just in numbers, but in stories of lives transformed and potential unleashed. The following quotes from former DSRF students, our major stakeholder group, illustrate the positive impact that our programs have on our students' self-esteem and ability to function as fully contributing members of society.

“I feel proud that I am now feeling more comfortable about buying things myself and ordering out for dinner. I like this because I feel more independent. Making my lunch the day before school is another thing that makes me feel proud. I don't feel rushed in the mornings. I feel that I am learning how to take care of myself and this makes me feel really good about who I am.” - Natalie

“I feel proud that I am starting my own card making business. I do a good job making cards at work and at home. When people buy my cards I know they appreciate my hard work. Doing research and PowerPoints make me feel very proud of myself. I am good at the computer and I like to learn more ways to use it. I feel really proud of coming to school for the

past five years.” – Janek

DSRF’s programs also give the parents of individuals with Down syndrome, another key stakeholder group, greater confidence concerning their child’s future

“Our son has improved beyond all recognition and now reads, adds, comprehends and engages in every area of his young life. He plans ahead and manages with little assistance from us as parents. The difference between then and now is huge and fills us with much hope and confidence for his future.” – DSRF parent

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?

If the amount is not fully granted we would try to raise funds from our other fundraising initiatives. Unfortunately it has become increasingly difficult to raise funds and we may have to reduce services to clients.

E. EVENT OUTCOMES

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

The goals for this program are primarily based on meeting individual goals for clients in reading, math and communications as well as speech and motor skills development. These goals are set with families before a session block begins and then assessed at the conclusion. In the bigger picture we have a goal of a case load of 22 clients per program staff member, per program block (four program blocks a year).

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

All of our programs at DSRF are carefully evaluated before and after the program through in person meetings and assessments, and electronic surveys with the families and students who participate in the programs. These findings are then integrated into the program plans which are continually updated and revised. This fall, DSRF is excited to be launching our own custom built reading assessment tool/online student portal. This will be the first assessment tool specially designed for individuals with Down syndrome in the world.

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

F. LONG TERM VIABILITY*

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

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

Source of Revenue	% of Total Revenue Previous Year	% of Total Revenue Current Year
Earned Revenue (All ticket sales, registration fees, memberships, etc...)	26.9	35
Grants (All federal, provincial, municipal, foundation and gaming grants)	17.6	14.3
Donations and Sponsorships (Cash)	58.5	50.7
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.

Over the history of DSRF we have focused on, and have been successful in, fundraising through events, like our Run Up for Down Syndrome, which attracts annually over 1100 participants to Swangard Stadium, and our Up the Down Market event which attracts people from the financial sector. We also have a proven track record soliciting individual donations, corporate donations, and community foundations. Besides continually working to cultivate and steward these revenue streams, a major focus has been to attract funding from all levels of government, including municipal, provincial and federal. This is new territory for us and a focus of our director of development. This area is critical if we are to offer our programs at a low cost so as not to be a barrier. Considerable time has been spent networking and meeting government officials to determine possible revenue opportunities.

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.

**I wanted to add a note for question 3. We have requested and have been approved for a permissive tax exemption for our next fiscal year (not the current one). At this point we do not know the amount as we have not been assessed.

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

Goal 1:

To communicate effectively

Description:

This goal includes promoting the DSRF brand and promoting Down syndrome knowledge dissemination to

stakeholders.

Goal 2:

Optimizing outcomes across the lifespan

Description:

This goal includes maintaining best practices in programming, expanding our role as a health navigator for families, developing strategies to reach and serve more families, and share DSRF expertise.

Goal 3:

Maximizing impact through partnerships

Description:

This includes bringing together Canada's Down syndrome community

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	142	130
Volunteer hours per year	2,000	1,800
Number of voting members	57	44

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)

The biggest barrier to individuals with Down syndrome and their families are financial difficulties To alleviate this, DSRF provides children and youth bursaries to assist families with the cost of DSRF programs. The Bursary Program was originally established by DSRF Board Director, George Klukas, who believes financial difficulties should not be a barrier for families to access DSRF's programs.

G. INSURANCE AND ACKNOWLEDGEMENT*

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

2. If yes, what coverage?

We have insurance coverage for: property, crime, liability (\$5 million) and equipment breakdown. Details of coverage can be provided.

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

The City of Burnaby will be acknowledged through our extensive social media platforms: Facebook, Instagram, Twitter and LinkedIn, as well as our website and notices sent to Business in Vancouver and the Burnaby Now. We would also like to hold a cheque presentation photo opportunity at our Centre. The City of Burnaby logo can also appear on program materials.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	Down Syndrome Resource Foundation
For the Fiscal Year:	2019
Month Fiscal Year Begins:	January
Please check the appropriate box if you have received a Permissive Tax Exemption and indicate amount:	<input checked="" type="radio"/> Yes <input 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. BC Gaming Grant	175000	167000	Y	
2.				
3.				
Local Government (Specify)				
1.				
2.				
3.				
Sponsorships (Specify)				
1.				
2.				
3.				
Earned Revenue				
1. Program fees	473694	582526	partial	received ongoing throughout the year
2.				
3.				
Fundraising (Net Revenue)	343889	355000	partial	Up the Down Market events
Individual Donations	587602	488441	partial	includes corporate donations
In Kind Sources				
Investment Income	721			
Other Sources (Specify)				
1. Foundation grants	134682	70000		various grants from private funders
2. Deferred contributions	45472			deferred contributions amorization
3.				
Total Revenue	1761060	1662967		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	1127455	1207901	
Office Supplies & Expenses	29426	34262	
Program & Event Supplies	59374	95298	
Advertising & Promotion	11977	35000	
Travel & Vehicles Expenses	1535	3920	
Interest and Bank Charges	1900	1800	
Licences, Memberships, & Dues	5419	2642	
Occupancy Costs	61186	59384	
Professional & Consulting Fees	16126	11520	
Capital Purchases & Improvements			
Amortization of Capitalized Assets	79782		
Donation, Grants, & Scholarship Expense as part of Charitable Activities	33750	30000	
Education and Training for Staff & Volunteers	6670	9000	
City Services Expenses			
1.			
2.			
3.			
Other Expenses			
1. research		10000	
2. property taxes and insurance	48987	51900	permissive tax exemption has been granted for next fiscal year
3. doubtful receivables	42138		one time provision
4. computer and website	31668	31832	
5. bank and processing charges	28710	28330	
Total EXPENDITURES	1586103	1612789	
Current surplus (deficit)	174957	50178	strategic goal to establish 3 month reserve to improve cash flow