

#19.55.f - S.U.C.C.E.S.S.

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 \$5,000.00
4. Total cost of the project/event/program etc.: \$16,500.00

B. 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.: 108152349 RR0001

National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

Sport or Recreation Organization

Other Specify: _____

2. Group/Organization Name: S.U.C.C.E.S.S.

3. Group/Organization Street Address: Head Office: 28 West Pender Street, Vancouver BC V6B 1R6

4. Website (if applicable): www.successbc.ca

5. Grant Application Main Contact Person

Name: Queenie Choo

Phone: 604-408-7272

Email: queenie.choo@success.bc.ca

6. Contact person #2

Name: _____

Phone: _____

Email: _____

7. Number of Volunteers

Confirmed: 10

Expected: 100

C. THE PROJECT/EVENT/PROGRAM

1. Name of the Project/Event/Program: S.U.C.C.E.S.S. Health Fair

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

Bonsor Recreation Complex

3. Project/Event/Program Start Date: 2020-09-20

4. Project/Event/Program End Date: 2020-09-20

D. PURPOSE OR BENEFIT

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

The Annual Community Health Fair promotes the health and well-being of under-served and vulnerable populations in the community, particularly immigrants with English language barriers.

The Health Fair aims to enhance participants' access to and understanding of health information and resources in the community, particularly as it relates to disease prevention and management. The Health Fair also aims to provide an effective platform to connect participants with health-related government units, non-profit and community agencies, and community groups.

There is a significant need for the Health Fair in order to promote population health and well-being; less than half of Metro Vancouver respondents to the 2014 My Health, My Community survey self-rated themselves as having excellent or very good general health. Furthermore, the Health Fair plays an important role in ensuring more vulnerable segments of our communities, particularly immigrants, families, and seniors with English language barriers, have access to up-to-date health information and resources.

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

The Health Fair is a one-day event that consists of three components that will be delivered simultaneously during the event:

- Health Seminars
- Exhibitions
- Health Screenings

It is anticipated that the 2020 Health Fair will feature 12 health seminars as well as 30 to 35 exhibitors and health screening booths.

All members of the public are invited to participate in the Annual Community Health Fair. In particular, the Health Fair targets immigrant families and aged 55+ in Burnaby and surrounding communities. An annual attendance of 1,000 people is expected.

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

S.U.C.C.E.S.S. initiated the Health Fair in 1991 as a response to serve those who are otherwise unable to access community health services due to language barrier. Today, the Fair is supported by the dedication of more than 900 volunteering hours by 100 volunteers from its planning phase to the date of the event. Since its humble beginning, the Health Fair has become a major one-stop shop for the Chinese community to access a variety of health and wellness resources. Every year, the Health Fair sees more than 1,000 attendance and 30 organizations participate in the event. In fact, from 2009 to the present, the Fair has been taking place at Bonsor Recreation Complex every year with the exception of 2012. The Fair is proud to welcome the presence of the mayor and councilors of the City of Burnaby for these many years. We anticipate more than 500 residents of Burnaby (50%) will be benefit from the Health Fair in 2020.

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?

Residents of Burnaby will benefit from:

1) having easy access to the free Health Fair event at Bonsor Recreation Complex within the City of Burnaby;
2) an engaging event with medical specialists and healthcare professionals who bring with them latest information to promote active and healthy living;
3) volunteering opportunities to increase their community engagement.
Businesses in Burnaby are engaged as well. They are exhibitors, lecture speakers, health screening providers and food catering vendors.

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

The City of Burnaby's Social Sustainability is about people – individuals and the community working together to meet their needs, realize their potential, and prosper in a healthy environment. The Health Fair aligns with the Strategic Priority 1 Meeting the Basic Needs with strengths to build on Healthy Living.

In addition, one of the goals in the Official Community Plan is about Health Services - To cooperate with the Regional Health Board, senior levels of government, community agencies and other appropriate parties to develop the range of health services to address the physical and psychological health needs of Burnaby residents.

The Health Fair not only mobilizes medical professionals, academics, businesses in the communities to put together a key community event of S.U.C.C.E.S.S. in our strategy to promote healthy living & optimum health, but also aligns with the City of Burnaby's Plans to promote a healthier and sustainable and vibrant 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 Annual Health Fair is a collaborative community effort. It is delivered in partnership with health associations, educational institutes, healthcare professionals, community leaders, and volunteers. The Fair has been supported by the City of Burnaby and local MLAs. Key partners are the Chinese Canadian Medical Society (BC), Chinese Canadian Dental Society of BC, and the Intercultural Online Health Network of the University of British Columbia. A range of other partners are engaged as guest speakers for the health seminars, exhibitors, and health screening providers, all of which are essential to the overall success of the event. These include community health nurses, dentists, medical specialists, hearing/vision screening services, pharmacists, nutritionists and dietitians, and specialized health providers and agencies (e.g. transplant, rehabilitation, infectious diseases centre, osteoporosis, gerontology, chiropractic, arthritis, cancer, heart and stroke ...).

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?

The Health Fair is a free public event. Financially, the Health Fair is a self-supporting project maintained by the donation of its organizing partners, sponsorship from businesses, exhibition and advertising fees. Among its \$16,500 operating budget, facilities rental at Bonsor estimates up \$5,000 in 2020 which is 30% of the Fair's expenditure. We had run into a deficit in 2019 Health Fair, should we not able to obtain the full grant, we may unfortunately have to consider a venue of lower cost.

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)

To ensure the Annual Community Health Fair is effective and achieves its intended outcomes, monitoring and evaluation are conducted using a 360 degree approach to collect data from participants, volunteers, guest speakers, exhibitors, partners, and staff. In addition to collecting Project outputs (e.g. number of event participants), the following are also collected:

- Survey: Participants, guest speakers and exhibitors are invited to complete evaluation surveys (tailored for each group) at the end of the Health Fair. The survey includes both questions using a 5-point scale and open ended questions.
- Verbal Feedback: Individual comments are collected from participants and volunteers by staff.
- Debriefing Meeting: Verbal feedback is collected from all project partners and staff. Survey findings are analyzed and an

Evaluation Report is compiled and tabled for discussion at a debriefing meeting after the Health Fair.

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

A satisfaction survey is distributed to participants and exhibitors to determine whether they are: Satisfied with the event, the health topics that they like most, likelihood to return to the event next year, as well as their comments on how to improve the fair. The findings of the survey are analyzed and discussed at the evaluation meeting, within a month after the event. Suggestions and comments are recorded as a reference for the planning committee members of the subsequent year.

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?

<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...)	31	29.4
Grants (All federal, provincial, municipal, foundation and gaming grants)	0	0
Donations and Sponsorships (Cash)	69	70
Donations and Sponsorships (In-kind)	0	0.6
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.

No, there is no other funding sources other than the above mentioned that we are pursuing.

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					
Grant - In-kind					
Permissive Tax Exemption					
Lease Grant					
Other					

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.

n/a

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

Goal 1:

To offer programs and services that are relevant, of high quality, efficient, innovative and accountable

Description:

SUCCESS provides 3 major line of business namely Settlement services for newcomers, senior care and affordable housing. We continue to provide health promotion and management services to the community via outreach and annual health fair

Goal 2:

To maintain financial viability to support programs/services that are needed in the community

Description:

SUCCESS provides funding for the programs and services that are unfunded or partially funded to meet the population needs through fundraising and grant application.

Goal 3:

To meet the community needs through advocacy and programs (such as Annual Health Fair) to promote health and wellness of the population.

Description:

Based the community assessment, SUCCESS provides many programs including Annual Health Fair, settlement services, language training and employment services to bridge the gaps of the community.

6. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	98	113
Volunteer hours per year	670	730
Number of voting members	8	8

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)

S.U.C.C.E.S.S. recognizes and believes that the values of diversity and inclusion promote the safety, health and well-being of all members of our communities, and support our vision of a world of multicultural harmony. We recognize and acknowledge our communities' shared histories of injustice and discrimination, and uphold that it is our joint responsibility to actively work toward achieving healthy and inclusive communities and environments.

G. INSURANCE AND ACKNOWLEDGEMENT*

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

2. If yes, what coverage?

\$5,000,000 per occurrence

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

City of Burnaby is to be acknowledged in the promotion materials, at the pre-event press meeting, with speaking opportunity on the stage and be recognized at the Opening Ceremony on the event date. The City's logo be included in all printed promotions.

H. FINANCIAL INFORMATION*

CITY OF BURNABY COMMUNITY GRANT PROGRAM	
OPERATING BUDGET FOR ORGANIZATION OR PROGRAM	
Name of Organization:	S.U.C.C.E.S.S.
For the Fiscal Year:	2019-2020
Month Fiscal Year Begins:	April
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. n/a				
2.				
3.				
Provincial Government (Specify)				
1.n/a				
2.				
3				
Local Government (Specify)				
1.n/a				
2.				
3.				
Sponsorships (Specify)				
1. CCMS/ CCDS/ Business	8000	8000	Y	Health Fair
2.				
3.				
Earned Revenue				
1.Booth & Advertising Income	4000	4850	Y	Health Fair
2.				
3.				
Fundraising (Net Revenue)				
Individual Donations				
In Kind Sources				
Investment Income				
Other Sources (Specify)				
1.				
2.				
3.				
Total Revenue	12000	12850	Y	Health Fair

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense			
Office Supplies & Expenses			
Program & Event Supplies		840	
Advertising & Promotion		4250	
Travel & Vehicles Expenses			
Interest and Bank Charges			
Licences, Memberships, & Dues			
Occupancy Costs		4530	
Professional & Consulting Fees			
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			
1.			
2.			
3.			
4.			
5.			
Total EXPENDITURES		9620	
Current surplus (deficit)	12000	3230	