

20.23. Helping Families in Need Society

A. GETTING STARTED

1. Are you? ☒ New Applicant ☐ Returning Applicant
2. Select the kind of Community Grant you are applying for: ☒ General Grant (Operating) ☐ General Grant (Programming)
☐ Recreational Sport Grant ☐ Fee Waiver
3. Amount you are requesting: \$ 10,000 ☐ In-Kind (check if applicable)
4. Total cost of the project/event/program etc.: \$ 15,000 MONTHLY FIXED EXPENSES
5. If you are a returning applicant and are requesting an increase over your last year grant amount awarded, please provide a rationale for the increase.

N/A

6. If you are applying for a General Operating Grant, please describe how this grant will be used to offset costs incurred to operate the organization.

HELP US PAY OUR MONTHLY EXPENSES DUE TO COVID 19 SHUTDOWN

B. GETTING TO KNOW YOU

1. Applicant Type:

☒ Local Registered Non-Profit Society

Society No: 50045603

Date of Incorporation: 2003

☒ Registered Charity Charitable No: 86350 5657 RR 0001

☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization

☐ Other Specify: _____

2. Organization Name: HELPING FAMILIES IN NEED SOCIETY
3. Organization Street Address: 4095 1ST AVE BBY V5C 3W5
4. Website (if applicable): HELPING FAMILIES IN NEED.ORG
5. Grant Application Main Contact Person:

Name: ROXY ABERNETHY

Phone: [REDACTED]

Email: [REDACTED]

6. Alternative Contact person:

Name: WENDI BORDELEY

Phone: [REDACTED]

Email: [REDACTED]

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

C. THE PROJECT/EVENT/PROGRAM*

1. Name of the Project/Event/Program: HELPING FAMILIES FURNISH THEIR HOMES
2. Project/Event/Program Location (physical street address or event location):
4095 1ST AVE BURNABY
3. Project/Event/Program Start Date: JULY 1 2020
4. Project/Event/Program End Date: DEC 31 2020

D. PURPOSE OR BENEFIT*

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

TO BE ABLE TO CONTINUE HELPING FAMILIES

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

FAMILIES COME + CHOOSE FURNITURE FOR THEIR HOME

3. 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?

60+ HELPING THEM BUILD A SAFE + COMFORTABLE HOME

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

PROVIDE A VALUABLE RESOURCE FOR LOW INCOME FAMILIES

5. 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.

LOCAL SCHOOLS, SOCIAL SERVICE AGENCIES + CHURCHES

6. 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?

LOOKING INTO VIRTUAL FUNDRAISING IDEAS

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)

KEEPING OUR DOORS OPEN TO NEEDY FAMILIES

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

FAMILIES REGISTER WITH US + LET US KNOW HOW WE CAN HELP

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

F. LONG TERM VIABILITY**

CLOSED FROM MID MARCH REOPENING JULY 1, 2020

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...)	34%	UNKNOWN
Grants (All federal, provincial, municipal, foundation and gaming grants)	18%	UNKNOWN
Donations and Sponsorships (Cash)	48%	UNKNOWN
Donations and Sponsorships (In-kind)	N/A	N/A
All donations (cash/in-kind) provided by the City of Burnaby	N/A	5%

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.

APPLYING FOR FUNDING FROM VANCOUVER FOUNDATION + THE FEDERAL GOVERNMENT ECSF GRANT

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	0	0		10,000
Grant - In-kind	0	0	0		0
Permissive Tax Exemption	0	0	0		0
Lease Grant	0	0	0		0
Other	0	0	0		0

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

Goal 1:

PROVIDE A SAFE ENVIRONMENT FOR FAMILIES IN NEED TO GET HELP

Description:

OUR WAREHOUSE IS FULL OF GENTLY USED FURNITURE

Goal 2:

HELPING, NEEDY FAMILIES WITH FREE FURNITURE

Description:

THEY CHOOSE FROM OUR WAREHOUSE OF FURNITURE

Goal 3:

SUCCESSFULLY DEAL WITH COVID 19 PROTOCOLS + ISSUES

Description:

PROVIDE NECESSARY ITEMS EX-SANITIZER, MASKS, PLEXI GLASS BARRIERS

5. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	46	48
Volunteer hours per year	25,554	6389
Number of voting members	62	62

CLOSED SINCE
MAR RE COVID 19

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

WE HELP EVERYONE WHO COMES FOR HELP.

G. INSURANCE AND ACKNOWLEDGEMENT

1. Does your organization have general liability insurance?

☒ Yes

☐ No

2. If yes, what coverage?

1 MILLION

3. If awarded a grant, how will your organization acknowledge the contribution from the City of Burnaby?
(maximum 500 characters)

ON OUR WEBSITE + IN OUR NEWSLETTER.

H. OPERATING BUDGET FOR ORGANIZATION or PROJECT/EVENT/PROGRAM**

Please identify if you are providing information for the entire organization or a specific project/event/program	<input checked="" type="radio"/> Organization <input type="radio"/> Project/Event/Program
For the Fiscal Year:	2019
Month Fiscal Year Begins:	JANUARY

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.	0			
2.	0			
3.	0			
Provincial Government (Specify)				
1. GAMING GRANT	42,000	50,000	Y	
2.				
3.				
Local Government (Specify)				
1.	0			
2.	0			
3.	0			
Sponsorships (Specify)				
1.	0			
2.	0			
3.	0			
Earned Revenue				
1.				
2.				
3.				
Fundraising (Net Revenue)	76,000	90,000		
Individual Donations	145,000	125,000		
In Kind Sources	0	0		
Investment Income	0	0		
Other Sources (Specify)				
1. VAN FOUNDATION GRANT	62,000	62,000		
2.				
3.				
Total Revenue	325,000	327,000		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	●	0	100% VOLUNTEER
Office Supplies & Expenses	13,400	12,000	
Program & Event Supplies	8,204	10,000	
Advertising & Promotion	0	0	
Travel & Vehicles Expenses	52,000	60,000	GAS, ICBC, MAINTENANCE FOR OUR 3 TRUCKS
Interest and Bank Charges	0	0	
Licences, Memberships, & Dues	0	0	
Occupancy Costs	112,000	112,000	RENT, HYDRO, ELECTRICAL
Professional & Consulting Fees	0	0	
Capital Purchases & Improvements	0	0	
Amortization of Capitalized Assets	0	0	
Donation, Grants, & Scholarship Expense as part of Charitable Activities	0	0	
Education and Training for Staff & Volunteers	0	0	
City Services Expenses (Specify)	0	0	
1.	/	/	
2.	/	/	
6 DELIVERY TO FAMILIES	80,000	78,000	
Other Expenses (Specify)			
1. FUNDRAISING	8,200	10,000	DINNER AT GOLF COURSE + SUPPLIES
2. GIFT TO FAMILIES	33,600	20,000	GROCERY GIFT CARDS, CLOTHING
3. TEL/CELL	4,000	5,000	
4. VOLUNTEERS	14,000	15,000	PROVIDE A LUNCH PROGRAM + ANNUAL BRUNCH
5. BOOKKEEPING	3,000	3,000	
Total Expenditures	329,004	325,000	
CURRENT SURPLUS (DEFICIT)	(4,004)		