

## 20.36. The Society to End Homelessness in Burnaby

### 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: \$10,000.00  In-Kind (check if applicable)
4. Total cost of the project/event/program etc.: \$46,500.00
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.

We applied for a general grant last year but were unsuccessful. This year we focused our application on what we view as a mission critical budget item - our coordinator.

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.

Our single most critical need is our coordinator. With generally decreasing funding due to Covid19 we are in danger of having to cancel our outreach and/or other programs. Looking at our best case scenario of being able to raise the same amount through donations and Coldest Night of the Year as in previous years we will face a shortfall of \$27500 for the fiscal year.

Up until now, the Society had a contractor as our part-time Coordinator. As the work of the Coordinator became increasingly critical to accomplishing the goals of the Society, we formalized that role by converting it to a staff position, the Executive Director. The Executive Director will assume the tasks formerly performed by the Coordinator. The Executive Director is critical to achieving the ends of the Society including moving towards providing services for the poor and underhoused, advocating for the causes of the Society, creating awareness in the community around these issues and pulling together the Burnaby Task Force on Homelessness (Task Force) to help accomplish these ends and ensuring more housing for those who are underhoused

### B. GETTING TO KNOW YOU

1. Applicant Type:

Local Registered Non-Profit Society

Society No: S0063934

Date of Incorporation: May 6, 2015

Registered Charity Charitable No: 803295799RP00

National/International Non-profit operating locally

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

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

Sport or Recreation Organization

Other Specify: \_\_\_\_\_

2. Organization Name: The Society to End Homelessness in Burnaby

3. Organization Street Address: PO Box 54662 RPO Kingsgate, Burnaby, BC

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

5. Grant Application Main Contact Person:

Name: Nadine Loewen

Phone: 604 434 3785  
\_\_\_\_\_

Email: nloewen4@shaw.ca  
\_\_\_\_\_

**6. Alternative Contact person:**

Name: Beatrix Handbauer  
\_\_\_\_\_

Phone: 604 340 8013  
\_\_\_\_\_

Email: beatrixh62@gmail.com  
\_\_\_\_\_

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: \_\_\_\_\_

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

3. Project/Event/Program Start Date: ongoing \_\_\_\_\_

4. Project/Event/Program End Date: \_\_\_\_\_

**D. PURPOSE OR BENEFIT\***

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

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

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?  
\_\_\_\_\_

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,):  
\_\_\_\_\_

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.  
\_\_\_\_\_

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?  
\_\_\_\_\_

**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)  
\_\_\_\_\_

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

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

**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...)	11.2	10.3
Grants (All federal, provincial, municipal, foundation and gaming grants)	1.9	4.1
Donations and Sponsorships (Cash)	9.33	8.4
Donations and Sponsorships (In-kind)	77.51	77.21
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.

At the Aug 22nd Board meeting the following funding plan was approved:  
 1. Individual Donations targeted at \$24000  
 2. Coldest Night of the Year \$25000 (with Covid rules expect that amount to be significantly reduced)  
 3. Grant Advance to raise funds from Foundations \$17,500 (NEW),  
 4. City of Burnaby Community Grant \$10,000 (NEW)  
 \*\*\* some of these amounts have been adjusted due to receipt of new revenue

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	\$500.00	\$550.00	\$0.00	\$0.00	\$0.00
Permissive Tax Exemption					
Lease Grant					
Other					

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

Goal 1:

Provide a number of services through 4 Outreach Centres (ORCs) - one in each of the 4 town centres in Burnaby

Description:

Each ORC will develop services for the underhoused such as food distribution, foot care, health nurse, tax help and assistance in obtaining housing. The Executive Director (formerly "Coordinator") spearheads the Society's service - provision through the ORCs.

Goal 2:

Coordinate and empower the Burnaby Task Force on Homelessness. (Task Force)

Description:

The Task Force is made up of a number of like - minded organizations and is important in order to help achieve the goals of the society. The Executive Director (formerly "Coordinator") is tasked with coordinating and pulling together the Task Force to help accomplish the goals of the Society.

Goal 3:

Promote an increased number and permanency of Shelters.

Description:

The Society currently helps facilitate temporary shelters such as the Extreme Weather Shelters. It is a priority for the Society that the current Extreme Weather Shelters continue to exist. In addition, the Society will work to increase the number of Extreme Weather Shelters and to create more permanent shelters

5. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	851	638
Volunteer hours per year	15,885	14,236
Number of voting members	19	24

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)

The mission of the Society is to end homelessness in Burnaby. The Society is committed to working with all levels of gov't, health authority, social service agencies, businesses, faith communities, and citizens to ensure the provision of housing, support services + adequate income for Burnaby residents who are at risk of homelessness. This demonstrates the Society Values to be inclusive as well as non-partisan, dedicated, trustworthy and respectful. Our activities exist for all Burnaby people facing homelessness. We train our volunteers about barriers and the principle of offering welcoming, supportive services/low barrier approach. We are proud of the diversity of our participants and volunteers, many of whom bring lived experience.

**G. INSURANCE AND ACKNOWLEDGEMENT**

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

2. If yes, what coverage?

\$10,000,000 (general aggregate \$20,000,000)

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

website, social media, acknowledgement on brochures

## 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:	2020/21
Month Fiscal Year Begins:	June 1

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. Summer Jobs Grant	3551	3989	yes	1 job, 240 hours starting May 25, 2020, p/t
2.GVCAF (Covid-19)	1300	9000	yes	May to Sept 2020
3.				
Provincial Government (Specify)				
1.				
2.				
3				
Local Government (Specify)				
1. Community Grant (current app)		10000	no	this particular application
2.				
3.				
Sponsorships (Specify)				
1.Vancity grants	1300	5000	yes	coordinator/exec. director
2.				
3.				
Earned Revenue				
1.Advertising income	2000	2000	yes	Homeless Action Week, BBQ + Xmas posters
2.membership dues	600	800	yes	Jan - Dec year
3.				
Fundraising (Net Revenue)	33838	18150	yes/no	CNOY Feb 2021), Rockin cancelled (Covid)
Individual Donations	27663	10613	no	with Covid amount is uncertain
In Kind Sources	255386	246330	yes/no	in kind varies with circumstances
Investment Income	703	400	yes	
Other Sources (Specify)				
1. online (Chimp, Canadahelps)	500	3500	yes	YTD rcvd \$1500,
2.carry forward of previous unspent		25520	yes	designated donat./carryforward of unspent
3.confirmed grants		11100	yes	United Way (Food Safety and Footcare)
<b>Total Revenue</b>	<b>326841</b>	<b>346402</b>		

<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	38966	52308	no student for most of last year, have IT/admin assistant pt now
Office Supplies & Expenses	2419	2480	office supplies, board expenses
Program & Event Supplies	11726	28400	increased from 1 to 3 Outreach mornings, food and supplies
Advertising & Promotion	770	600	printing
Travel & Vehicles Expenses	1729	1400	regular transportation of supplies, honoraria
Interest and Bank Charges	52	100	
Licences, Memberships, & Dues		150	
Occupancy Costs	0	0	office/space in kind by Southside Comm. Church, Living Hope
Professional & Consulting Fees	3572	4005	accounting, legal, liability insurance
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities	0		
Education and Training for Staff & Volunteers	484	1400	conferences, online courses, ie food safe, conflict resolution
City Services Expenses (Specify)			
Marlborough Elementary school	1253	1300	gym rental
2.			
3.			
Other Expenses (Specify)			
1. Storage and Contingency	0	7930	for storage and moving
2.in kind source	255386	246330	
3.			
4.			
5.			
<b>Total Expenditures</b>	<b>316357</b>	<b>346403</b>	
<b>CURRENT SURPLUS (DEFICIT)</b>	<b>-316357</b>	<b>-346403</b>	should be 0 provided all unconfirmed comes through