

20.35. Big Brothers of Greater Vancouver

A. GETTING STARTED

☐ Are you?

☐ New Applicant

☒ Returning Applicant

☐ Select the kind of Community Grant you are applying for:

☒ General Grant (Operating)

☐ General Grant (Programming)

☐ Recreational Sport Grant

☐ Fee Waiver

☐ Amount you are requesting:

\$10,000.00

☐ In-Kind (check if applicable)

☐

☐ Total cost of the project/event/program etc.: \$23,760

☐ 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.

☐ 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.

Big Brothers of Greater Vancouver would like to ask the City of Burnaby for assistance for \$10,000 in helping cover the costs of staff and rent for our Mentoring with Math program.

The grant will go towards staff salary (\$9,400) and occupancy (\$600) to run 3 sessions of our Mentoring with Math program. The funding will primarily be used to pay for staff time directly spent on running and organizing this program. The need for funding is also to cover the cost of recruiting, screening and training volunteer mentors, and then actively monitoring the mentoring relationships. Volunteers are the backbone of our whole agency. To run our program successfully, we need to ensure that the volunteers have proper training to lead their Little Buddies and develop a healthy, meaningful friendship. For proper training, we need enough funds to hire caseworkers to ensure they are well equipped for their roles. We also have a strong partnership with North Burnaby Neighbourhood House where we run Burnaby's Mentoring with Math Program..

Last year, our funding was drastically affected by our decision to temporarily remove our outdoor clothing donations bins across Greater Vancouver. For the organization, clothing donations, both home pick up and bin collections, account for over 50% of the funding needed to run our essential mentoring programs. Removal of the bins means that we anticipated a \$500,000 loss in revenue annually, a significant amount and critical funding used to support our mentorship programs. This year, our organization has been hit with the unprecedented COVID-19 pandemic, which caused our funding to be affected even more. More than ever, we could use the extra support.

In response to COVID-19, our traditional Mentoring with Math program has been adapted to a virtual format delivered as an e-mentoring program on Zoom. The current trial run began May 12 2020, and ran for 8 weeks as per usual. The online adaptation is true to the philosophy of our traditional in-person program, with creative adaptations to ensure the online program is still accessible to all families. One such change is to verbally share and agree to our Friendship Agreement, since many families are not able to print, sign, and scan at home. Because of the positive responses we received from the virtual adaptation of Mentoring with Math, we are continuing to run our virtual program on Zoom. As of November 2020, we have begun to also provide in person Mentoring with Math again but with safety and health protocols in place in accordance to CDC guidelines but had to pause for 2 weeks.

B. GETTING TO KNOW YOU

☐ Applicant Type:

☐ Local Registered Non-Profit Society

Society No: _____

Date of Incorporation: _____

☒ Registered Charity Charitable No: 106793722RR0001

☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization

☐ Other Specify: _____

☐ Organization Name: Big Brothers of Greater Vancouver (BBGV)

☐ Organization Street Address: 102 - 1193 Kingsway, Vancouver BC V5V 3C9

☐ Website (if applicable): bigbrothersvancouver.com

☐ Grant Application Main Contact Person: _____

Name: Teresa Quach

Phone: 604-876-2447 ext. 306

Email: tquach@bbgvf.com

☐ Alternative Contact person:

Name: Mandy Wong

Phone: 604-876-2447 ext. 247

Email: mwong@bbgvf.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*

- ☐ Name of the Project/Event/Program: n/a _____
- ☐ Project/Event/Program Location (physical street address or event location): _____
- ☐ Project/Event/Program Start Date: _____
- ☐ Project/Event/Program End Date: _____

D. PURPOSE OR BENEFIT*

- ☐ Describe the purpose or goal of the project/event/program.

n/a

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

n/a

☐ 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?

n/a

☐ 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](#)):

n/a

☐ 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.

n/a

☐ 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?

n/a

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)

n/a

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

n/a

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.

☐ 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)	21	22
Donations and Sponsorships (Cash)	69	61
Donations and Sponsorships (In-kind)	0	0
All donations (cash/in-kind) provided by the City of Burnaby	8	17

☐ 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.

BBGV is currently pursuing a number of funding opportunities related to Mentoring with Math including the Community Gaming Grant and The Emergency Community Support Fund.

BBGV consistently seeks to create a diverse portfolio of funding sources based on finding a link between priorities between funder and the mission of BBGV. This includes a strong focus on annual fundraising, major gifts, and grants. Additionally, support is provided through the BBGV Clothing Donation program, which provides much of the operating costs for the organization. As you know, these are unprecedented times and many charities have been affected by COVID-19. As a result, we had to temporarily suspend clothing donation operations and events to adhere to social distancing guidelines. This has affected us financially and now more than ever, require funding to help us serve children and youth during this difficult time.

☐ 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	\$3,000 – Programming Grant	\$3,000 – Programming Grant	\$3,000 – Programming Grant	\$3,000 Programming Grant	\$10,000 Operation Grant
Grant - In-kind					
Permissive Tax Exemption					
Lease Grant					
Other					

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

Goal 1:

Recruit Volunteers

Description:

At Big Brothers of Greater Vancouver, there are children and youth waiting for mentors. In Burnaby, the wait list for kids to be matched with a mentor is up to 2-3 years. Our aim is to be able to provide as many mentors as possible and minimize the waitlist.

Goal 2:

Serve Children and Youth

Description:

Our goal is to serve over 1000 children in the Lower Mainland

Goal 3:

Sustain Our Programs Financially

Description:

Due to COVID-19, the loss of temporarily closing our clothing donation service and the cancellation of our bowling campaign, this year we suffer a huge revenue loss for our organization. We hope to secure new and more funding to help cover this loss and sustain our programs as best we can.

☐ Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	889	779
Volunteer hours per year	61,289	53,339
Number of voting members	38	35

☐ 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)

BBGV is dedicated to supporting children and youth in developing skills so they can grow to become active and contributing members of the community. To ensure this, our programs are free and community based to reduced barriers of travel. Many of our caseworkers speak more than one language and devote effort in our marketing and promotions to reach communities which are under-served. We are committed to the values of diversity and inclusion. We respect and welcome participation of all individuals. We believe that the diversity of our volunteers, families, and staff allows us to collectively strengthen our organization to intentionally support the communities we serve.

G. INSURANCE AND ACKNOWLEDGEMENT

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

☐ If yes, what coverage?

Fosters Park Brokers

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

A grant of \$10,000 would put the City of Burnaby in our Family Circle of recognition. This would include the opportunity visit the program, cheque presentation, recognition on the BBGV home page, annual report, and social media. We would be happy to connect on personalizing your recognition.

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 type="radio"/> Organization <input checked="" type="radio"/> Project/Event/Program
For the Fiscal Year:	July 2020- August 2021
Month Fiscal Year Begins:	August 1, 2020

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.Community Gaming Grant		\$4,080	Y	Grant FY 2020
2.				
3				
Local Government (Specify)				
1.City of Burnaby	\$3,000	10,000	N	Awarded \$3,000 towards Mentoring with Math workbooks and training
2.				
3.				
Sponsorships (Specify)				
1.United Way Allocation		\$3,310	Y	United Way Allocation
2.				
3.				
Earned Revenue				
1.				
2.				
3.				
Fundraising (Net Revenue)		\$6,370	Y	
Individual Donations				
In Kind Sources				
Investment Income				
Other Sources (Specify)				
1.				
2.				
3.				
Total Revenue		\$23,760		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense		\$13,630	
Office Supplies & Expenses			
Program & Event Supplies		\$690	
Advertising & Promotion		\$710	
Travel & Vehicles Expenses			
Interest and Bank Charges			
Licences, Memberships, & Dues		\$290	
Occupancy Costs		\$3,880	
Professional & Consulting Fees		\$190	
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers		\$2,200	
City Services Expenses (Specify)			
1.			
2.			
3.			
Other Expenses (Specify)			
1. General Administration		\$2,170	
2.			
3.			
4.			
5.			
Total Expenditures		\$23,760	
CURRENT SURPLUS (DEFICIT)			