

21.03. BC Pets and Friends

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: \$5,000.00 ☐ In-Kind (check if applicable)
4. Total cost of the project/event/program etc.: \$51,000.00
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.

n/a - no increase requested and previous application was for programming and was declined

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.

Grant funds will be used to support our one part-time staff person who ensures that most of our core services run smoothly including pet therapy volunteer recruitment, orientation, screening, communication, scheduling and all accompanying administrative tasks including criminal record checks and maintaining up to date membership and vaccination records.

B. GETTING TO KNOW YOU

1. Applicant Type:

☐ Local Registered Non-Profit Society

Society No: S00021833

Date of Incorporation: November 12, 1986

☒ Registered Charity Charitable No: 13280 7348 RR001

☐ National/International Non-profit operating locally

Society No: _____

Date of Incorporation: _____

☐ Sport or Recreation Organization

☐ Other Specify: _____

2. Organization Name: BC Pets and Friends

3. Organization Street Address: 60 Semisch Ave, North Vancouver, BC V7M 3H8

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

5. Grant Application Main Contact Person:

Name: Carla Pellegrini

Phone: 778-321-1712

Email: secretary@petsandfriends.org

6. Alternative Contact person:

Name: Katie Oster

Phone: 604-688-1766

Email: katie@petsandfriends.org

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...)	14	18
Grants (All federal, provincial, municipal, foundation and gaming grants)	30	53
Donations and Sponsorships (Cash)	40	29
Donations and Sponsorships (In-kind)		
All donations (cash/in-kind) provided by the City of Burnaby	7	

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.

Our primary sources of funding continue to be the Community Gaming Grant, municipal grants, donations and membership dues. As we increase our membership base, we will increasingly diversify away from grant dependence. We are also exploring corporate sponsorship 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					\$5000.00
Grant - In-kind					
Permissive Tax Exemption					
Lease Grant					
Other					

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

Goal 1:

Keep our volunteer teams and facilities engaged during the pandemic

Description:

Continue to support both our volunteers and facilities with creative ways to stay connected and provide pet therapy in whatever form is possible, whether in person, outside on a sidewalk or virtually via video call.

Goal 2:

Diversify the types of facilities and demographics we work with

Description:

The pandemic has shown that everyone could use some pet therapy, not just seniors. We plan to reach more people by partnering with school boards to reach youth and other institutions to reach frontline workers.

Goal 3:

Increase our membership base

Description:

Our organization runs on volunteer power - the more volunteers we have, the more people we can serve in the community

5. Please complete the following:

	Previous Year	Current Year
Number of volunteers (including Board)	150	135
Volunteer hours per year	7,000	1,200
Number of voting members	150	135

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)

Pets and Friends' therapy visits are accessible and inclusive for people regardless of their sexual orientation, gender identify and gender expression; sex; age; ability; race; ethnicity; culture; religion; language; education; income; or geography. Pets provide unconditional love to everyone and our pet therapy teams visit all kinds of facilities serving all types of people, especially those who are the most vulnerable and would otherwise not have access to programs like this. Because Pets and Friends' pet therapy visits are free of charge, any facility that would like to offer such visits is able to, eliminating any barrier for participants. I personally volunteer at a facility that serves folks in the DTES.

G. INSURANCE AND ACKNOWLEDGEMENT

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

2. If yes, what coverage?

Pets and Friends carries third party liability insurance to protect its volunteers while they are providing pet visitation services. Our CGL cover \$5,000,000 per occurrence.

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

Pets and Friends would acknowledge the contribution from the City of Burnaby on its website as well as through social media posts.

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:	2021
Month Fiscal Year Begins:	August

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.Gaming Grant	10000	20000	Y	General operating grant; \$20k confirmed
2.				
3				
Local Government (Specify)				
1.Municipal grants	5290	10000		
2.				
3.				
Sponsorships (Specify)				
1.				
2.				
3.				
Earned Revenue				
1.Membership dues	5225	6000		
2.				
3.				
Fundraising (Net Revenue)				
Individual Donations	8323	15000		
In Kind Sources				
Investment Income				
Other Sources (Specify)				
1. Merchandise sales	29			
2.				
3.				
Total Revenue	28867	51000		

Expenditures	Prior Year Actual	Current Year Budget	Brief Descriptions/ Comments (type of grant and funding period)
Total Compensation Expense	25796	28000	
Office Supplies & Expenses	1886	1700	
Program & Event Supplies		200	
Advertising & Promotion	1696	2000	
Travel & Vehicles Expenses			
Interest and Bank Charges	73	100	
Licences, Memberships, & Dues		500	
Occupancy Costs			
Professional & Consulting Fees	3513	5000	
Capital Purchases & Improvements			
Amortization of Capitalized Assets			
Donation, Grants, & Scholarship Expense as part of Charitable Activities			
Education and Training for Staff & Volunteers	10893	7000	
City Services Expenses (Specify)			
1.			
2.			
3.			
Other Expenses (Specify)			
1. Insurance	4004	5000	
2. Computer and Website	3637	1500	
3.			
4.			
5.			
Total Expenditures	51498	51000	
CURRENT SURPLUS (DEFICIT)	-22631	0	