



# COMMUNITY GRANT APPLICATION

## SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME Big Brothers of Greater Vancouver (BBGV)		
2. ORGANIZATION STREET ADDRESS 102 - 1193 Kingsway		
3. WEBSITE (IF APPLICABLE) bigbrothersvancouver.com		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Teresa Quach	PHONE (778) 552-9188	EMAIL tquach@bbgvf.com
5. ALTERNATIVE CONTACT PERSON		
NAME Mandy Wong	PHONE (604) 671-0891	EMAIL mwong@bbgvf.com
6. APPLICANT TYPE		
<input type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO	DATE OF INCORPORATION
<input checked="" type="radio"/> REGISTERED CHARITY	CHARITABLE NO 106793722RR0001	
<input type="radio"/> NATIONAL/INTERNATIONAL NON-PROFIT OPERATING LOCALLY	SOCIETY NO	DATE OF INCORPORATION
<input type="radio"/> SPORT OR RECREATION ORGANIZATION		
<input type="radio"/> OTHER	SPECIFY	

## SECTION B: GRANT INFORMATION

1. ARE YOU? <input type="radio"/> New Applicant <input checked="" type="radio"/> Returning Applicant	
2. SELECT THE KIND OF COMMUNITY GRANT YOU ARE APPLYING FOR: <input type="radio"/> General Grant (Operating) <input checked="" type="radio"/> General Grant (Programming) <input type="radio"/> Recreational Sport Grant <input type="radio"/> Fee Waiver	
3. AMOUNT YOU ARE REQUESTING: \$ 5,000.00 <input type="checkbox"/> In-Kind (check if applicable)	
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC. \$ 32,670.00	
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 are requesting for an additional \$2,000 as we have seen tremendous growth in our Mentoring with Math Program - even during a pandemic we are able to serve Burnaby children virtually so they are getting the friendship and academic support they need to reach their potential. Last year, our goal was to serve 40 children and this year, we aim to serve 55 with a mix of on site (when safe to do so) and virtual programming.	

6. IF YOU ARE APPLYING FOR A GENERAL OPERATING GRANT, DESCRIBE HOW THIS GRANT WILL BE USED TO OFFSET COSTS INCURRED TO OPERATE THE ORGANIZATION. PLEASE DETAIL THE NATURE OF OPERATING EXPENSES (SALARY, LEASE, UTILITIES, ETC.) AND SPECIFY THE TIME PERIOD DURING WHICH THE GRANT WILL BE USED.

n/a

7. IF APPLYING FOR AN **OPERATING GRANT**: DESCRIBE HOW THE ORGANIZATION BENEFITS RESIDENTS OF BURNABY AND APPROXIMATELY HOW MANY BURNABY RESIDENTS BENEFIT FROM THE ORGANIZATIONS INITIATIVES ON AN ANNUAL BASIS?

IF APPLYING FOR A **PROGRAM GRANT**: 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 PROGRAM?"

n/a

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

## SECTION C: THE PROJECT/EVENT/PROGRAM\*

1. NAME OF THE PROJECT/EVENT/PROGRAM

Mentoring with Math (MwM)

2. PROJECT/EVENT/PROGRAM LOCATION (PHYSICAL STREET ADDRESS OR EVENT LOCATION)

North Burnaby Neighborhood House (4908 Hastings St, Burnaby, BC V5B 1P6)

3. PROJECT/EVENT/PROGRAM START DATE

2021-10-01

4. PROJECT/EVENT/PROGRAM END DATE

2022-07-01

## SECTION D: PURPOSE OF BENEFIT\*

1. DESCRIBE THE PURPOSE OR GOAL OF THE PROJECT/EVENT/PROGRAM

BBGV believes that when our children are emotionally, socially and physically healthy, everyone in the community benefits. That is why we have worked with community stakeholders to develop a variety of programs to meet the needs of children and families in Greater Vancouver. Our volunteers that serve as mentors to the littles receive valuable training from our Mentoring Coordinators. They learn about what is mentorship, successful attributes of a mentor, role of a Mentoring Coordinator, child development, agency rules, child safety, and stages of a mentoring relationship including closure. Mentoring with Math volunteers also receive additional training on Jump Math! (textbook), the philosophy that all students have undiscovered potential, tutoring tips, common issues that students encounter when learning math, how to build confidence and reduce anxiety in children.

2. DESCRIBE THE PROJECT/EVENT/PROGRAM AND THE ACTIVITIES

MwM is an academic focused 8 week program for children aged 8-12, traditionally facilitated in person at partner sites in Burnaby. The program is for children who need academic assistance in math at their grade level and who are not able to access any other academic enrichment programs. Weekly sessions facilitate the development of healthy relationships and the opportunity to work on math challenges in a fun and supportive environment, dedicated to enhancing and encouraging an understanding and a love of math in our students, or as we refer to them in the organization, "Littles". The structure of each session is the same: Littles are paired with Big Buddy volunteer mentors and spend time working on math homework from school or Jump Math workbook exercises, and then play fun math-themed board games or activities. The interactions go far beyond a standard tutoring service. With our focus on mentoring, the Littles develop confidence and learn in a fun environment.

3. 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](#)):

Mentoring with Math strongly adheres to the Social Sustainability Strategy. Mentoring with Math is about people and individuals within the community working together to meet the needs of local youth and help them realize their potential, and prosper in a healthy environment, both academically and socially.

4. 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 MwM program aligns with the Social Sustainability Plan in that many of the Littles are typically from low-income families who do not have access to after school tutoring services. When the program was established, BBGV considered a number of different factors in determining how the program could best benefit the Littles and their families. It was created after guardians in our Community Program, informed us about the lack of affordable tutoring services available, and the need for more programs to support children struggling with math. To that end, the program was designed to be a fun 60 minute long free session to make learning math fun and enjoyable. Over the course of the program, the mentors gain significant experience in a classroom environment, teaching and encouraging the Littles. The benefits the mentors gain through this process allows them to feel more connected and engaged to their community and can encourage them to volunteer more.

5. 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?

BBGV greatly values the support of the City of Burnaby, should the funding not be secured in the full amount, there are reserve funds that the organization can draw on to fulfill the needs of the Mentoring with Math program. While that would mean the program has to make modifications to compensate for the budget, there is the possibility that not as many children will be served.

## SECTION 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)

The key objectives of the program include:

- Increased confidence for the mentees in academics and schoolwork.
- Meaningful relationship-building between students and positive adult role models.
- Volunteer mentors also benefit from civic engagement and leadership development.

Our Mentoring Coordinators monitor the level of bond that forms between the mentors and students. They perform interviews and have conversations with the participants throughout the program to ensure the matches are fulfilling the program goals. After the program is complete, BBGV surveys the participants and gathers information about what factors worked and if anything needs to be improved.

2. WHAT DATA AND FEEDBACK DO YOU COLLECT FROM YOUR AUDIENCE/PARTICIPANTS? HOW DO YOU EVALUATE YOUR PROGRAMS AND SERVICES?

To measure program impacts, BBGV conducts surveys of participants, measuring how effective they felt the program was. Additionally our Mentoring Coordinators maintain consistent communication with all the participants, both the volunteers, youth and their families, monitoring the matches for success and making sure the program is achieving the impacts outlined.

For Mentoring with Math, key objectives are not just limited to academic math performance, but also an appreciation for learning and a positive and productive match between mentor and mentee.

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

## SECTION 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?					
SOURCE OF REVENUE	% OF TOTAL REVENUE PREVIOUS YEAR			% OF TOTAL REVENUE CURRENT YEAR	
EARNED REVENUE (ALL TICKET SALES, REGISTRATION FEES, MEMBERSHIPS, ETC...)	0			0	
GRANTS (ALL FEDERAL, PROVINCIAL, MUNICIPAL, FOUNDATION AND GAMING GRANTS)	22			17	
DONATIONS AND SPONSORSHIPS (CASH)	61			68	
DONATIONS AND SPONSORSHIPS (IN-KIND)	0			0	
ALL DONATIONS (CASH/IN-KIND) PROVIDED BY THE CITY OF BURNABY	17			15	
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.					
<p>BBGV is currently pursuing a number of funding opportunities related to Mentoring with Math. Funders include Canada Post and BC Hydro. 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.</p>					
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	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00
GRANT - IN-KIND					
PERMISSIVE TAX EXEMPTION					
LEASE GRANT					
OTHER					
4. DESCRIBE THE TOP 3 GOALS FOR THE ORGANIZATION IN THE CURRENT YEAR.					
<p>GOAL 1</p> <p>Recruit More Volunteers</p>					
<p>DESCRIPTION</p> <p>At Big Brothers of Greater Vancouver, there are children and youth waiting for mentors. In high-needs areas, the wait list for children to be matched to 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.</p>					

## GOAL 2

Serve More Children

### DESCRIPTION

Our goal is to serve over # children through our Mentoring with Math program. Last year we served 40 children in Burnaby for our Mentoring with Math program and we hope to surpass that number this year.

## GOAL 3

Sustain Our Programs Financially

### DESCRIPTION

Due to COVID-19 and the loss of temporarily closing our clothing donation service, we have suffered 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.

## 5. PLEASE COMPLETE THE FOLLOWING

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	779	571
VOLUNTEER HOURS PER YEAR	53,339	40,136
NUMBER OF VOTING MEMBERS	35	27

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.

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 Mentoring Coordinators 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.

**SECTION G: INSURANCE AND ACKNOWLEDGEMENT\***

1. DOES YOUR ORGANIZATION HAVE GENERAL LIABILITY INSURANCE?



Yes



No

2. IF YES, WHAT COVERAGE?

Fosters Park Brokers

3. IF AWARDED A GRANT, HOW WILL YOUR ORGANIZATION ACKNOWLEDGE THE CONTRIBUTION FROM THE CITY OF BURNABY?

A grant of \$5000 would put the City of Burnaby in our Role Model Circle of recognition. This would include recognition on the BBGV Our Partners page, e-newsletter, annual report, and social media. For more information on recognition pieces, please contact BBGV.

## SECTION H: OPERATING BUDGET FOR ORGANIZATION or PROJECT/EVENT/PROGRAM\*\*

1. 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
2. FOR THE FISCAL YEAR July 2021 to August 2022
3. MONTH FISCAL YEAR BEGINS July 31, 2021

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	3570	5610	Y	
2				
3				
LOCAL GOVERNMENT (SPECIFY)				
1 City of Burnaby	3000	5000	N	
2				
3				
SPONSORSHIP (SPECIFY)				
1				
2				
3				
EARNED REVENUE				
1				
2				
3				
FUNDRAISING (NET REVENUE)				
INDIVIDUAL DONATIONS	14210	22060	Y	
IN-KIND SOURCES				
INVESTMENT INCOME				
OTHER SOURCES (SPECIFY)				
1				
2				
3				
<b>TOTAL REVENUE</b>	<b>20780</b>	<b>32670</b>		

## COMMUNITY GRANT APPLICATION

EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE	11930	18740	
OFFICE SUPPLIES & EXPENSES			
PROGRAM & EVENT SUPPLIES	1220	1920	
ADVERTISING & PROMOTION			
TRAVEL & VEHICLES EXPENSES			
INTEREST AND BANK CHARGES			
LICENCES, MEMBERSHIPS, & DUES	250	400	
OCCUPANCY COSTS	3400	5340	
PROFESSIONAL & CONSULTING FEES	160	260	
CAPITAL PURCHASES & IMPROVEMENTS			
AMORTIZATION OF CAPITALIZED ASSETS			
DONATION, GRANTS, & SCHOLARSHIP EXPENSE AS PART OF CHARITABLE ACTIVITIES			
EDUCATION AND TRAINING FOR STAFF & VOLUNTEERS	1920	3020	
CITY SERVICES EXPENSES (SPECIFY)			
1			
2			
3			
OTHER EXPENSES (SPECIFY)			
1 General/Admin	1900	2990	
2			
3			
4			
5			
<b>TOTAL EXPENDITURES</b>	<b>20780</b>	<b>32670</b>	
<b>CURRENT SURPLUS (DEFICIT)</b>	<b>0</b>	<b>0</b>	