



COMMUNITY GRANT APPLICATION

SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME Big Sisters of BC Lower Mainland		
2. ORGANIZATION STREET ADDRESS 34 East 12th Avenue, Vancouver, BC V5T 2G5		
3. WEBSITE (IF APPLICABLE) www.bigsisters.bc.ca		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Molly Loudon	PHONE (778) 987-9781	EMAIL mloudon@bigsisters.bc.ca
5. ALTERNATIVE CONTACT PERSON		
NAME Cindy Morrison	PHONE (604) 317-6392	EMAIL cmorrison@bigsisters.bc.ca

6. APPLICANT TYPE		
<input type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO	DATE OF INCORPORATION
<input checked="" type="radio"/> REGISTERED CHARITY	CHARITABLE NO 11880 9409 RR 0001	
<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: \$ 10,000.00 <input type="checkbox"/> In-Kind (check if applicable)	
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC. \$ 1,014,882.00	
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 Burnaby youth represent over 19% of those on our current Big Sister Mentoring program wait list, identifying the need in this community. The pandemic reduced our ability to make matches in the Spring of 2020, while we adapted our programs to a virtual format. As a result, we have 23 Burnaby youth that are waiting to be matched with a caring adult mentor. It costs our agency \$2,000 to support the creation and continuation of a Big Sister match over one year. \$10,000 would allow us to match and maintain five new matches for youth in Burnaby.	

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.

NA

7. IF APPLYING FOR AN OPERATING GRANT: DESCRIBE HOW THE ORGANIZATION BENEFITS RESIDENTS OF BURNABY AND APPROXIMATELY HOW MANY BURNABY RESIDENTS BENEFIT FROM THE ORGANIZATION'S 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?

We have seen the impact our programs have on the lives of vulnerable youth, the programs have been proven to increase self-confidence, improve mental health, improve academic performance and more. Currently 11 Burnaby youth are matched with a volunteer mentors, and 10 of the volunteers are Burnaby residents. Right now in Burnaby we have 23 youth waiting to be matched with a caring adult mentor.

What is less known about our impact is that it goes far beyond benefits to the youth. Mentoring also positively impacts our volunteers. By giving back in a meaningful way, Big Sister mentors feel genuinely connected to their community. They learn and grow alongside their mentees, and develop positive personal attributes and professional skills that make them even stronger members of society, including: communication, problem solving, cultural awareness, empathy and leadership.

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

Big Sisters Mentoring Program

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

Throughout the Lower Mainland. Burnaby is the third largest city we serve.

3. PROJECT/EVENT/PROGRAM START DATE

2021-01-01

4. PROJECT/EVENT/PROGRAM END DATE

2021-12-31

SECTION D: PURPOSE OF BENEFIT*

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

Enable life-changing mentoring relationships to ignite the power and potential of young people.

At Big Sisters we champion potential. As an organization that seeks to build self-esteem, we believe that every person has limitless potential and individual strengths. We seek to maximize these traits in each person who is a part of Big Sisters: the Little Sisters who haven't yet seen what they are capable of; the mentors who are realizing their capability as role models; our supporters and community partners whose collaboration and backing is needed to help us build sustainable programs; and the volunteers and staff whose skills and knowledge help guide and grow this organization.

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

Big Sisters Mentoring is a 1:1 mentoring program that matches youth with a supportive, caring adult. This weekly meetup focuses on activities that enhance social emotional development and builds a relationship based on trust and common interests. Due to the pandemic and public health orders we have adapted our programs to provide mentoring virtually to continue to provide a circle of care for youth who need someone the most.

Big Sisters Mentoring provides youth with a caring adult who they can turn to for advice, guidance and friendship. This weekly meetup is so much more than a social engagement. Our matches discuss the tough stuff – how to make friends, overcome fears, deal with peer pressure and bullying.

<p>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):</p> <p>Our programs align with Burnaby's social sustainability strategy focusing on Justice, Equality, Diversity, and Inclusion. Our programs are open to volunteers and youth who identify as female, transgender and non-binary. We are committed to providing a safe, inclusive environment to all individuals, regardless of gender, sexual orientation, cultural identity or skin colour.</p> <p>Mentoring is linked to improved academic, social and economic benefits. It helps further education, accelerate engagement, promote healthy lifestyles, and ultimately break the cycle of poverty, violence and drugs. Mentoring helps create safer schools and communities. It's proven that girls who have a positive mentor are less likely to engage in destructive behaviour.</p>
<p>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.</p> <p>We partner with Family Services of Greater Vancouver, Vancouver Aboriginal Child & Family Services Society, Ministry of Child & Family Development (MCFD) and the Burnaby School District. We receive referrals from each of these organizations.</p> <p>In addition, we partner with local Universities and Colleges to recruit volunteer mentors.</p> <p>Annual surveys provide valuable insight and feedback from all stakeholders including the youth we serve their families and our volunteer mentors.</p>
<p>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?</p> <p>Throughout 2021, Big Sisters of BC Lower Mainland will continue to embed its long-term fundraising strategy to enhance financial sustainability. We anticipate being able to guarantee a significant percentage of mentoring program expenses thanks to revenue generated from our annual fundraising events; family, private, and corporate giving foundations; BC Gaming funds, individual donations; and municipalities.</p>

SECTION E: EVENT OUTCOMES*

<p>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)</p> <p>1. Number of youth served: we use statistical analysis and measure monthly, quarterly, and annually the number of volunteers and girls served in the program.</p> <p>2. Match length: the minimum length of a match is 1 year, but most last far beyond that. Average match lengths help us analyze the efficacy of the program. Current average length of match is 3.6 years.</p> <p>3. Impact: we survey and receive feedback from Little Sisters, their parents, and volunteers to assess the strengths and weaknesses of program delivery. We measure how the program has impacted Little Sisters' mental health, self-confidence, and motivation and take any other relevant factors into consideration.</p>
<p>2. WHAT DATA AND FEEDBACK DO YOU COLLECT FROM YOUR AUDIENCE/PARTICIPANTS? HOW DO YOU EVALUATE YOUR PROGRAMS AND SERVICES?</p> <p>We collect both qualitative and quantitative data as described above. Listening to the families we serve to better understand their needs is always at the forefront of the data collected, so we can continually work to improve our programs. Studies have shown that girls with a mentor are 2½ times more likely to be confident in their ability to be successful at school, 2 x 's less likely to be depressed and 3x's less likely to have social anxiety.</p>



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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...)	2		2		
GRANTS (ALL FEDERAL, PROVINCIAL, MUNICIPAL, FOUNDATION AND GAMING GRANTS)	31		48		
DONATIONS AND SPONSORSHIPS (CASH)	43		37		
DONATIONS AND SPONSORSHIPS (IN-KIND)					
ALL DONATIONS (CASH/IN-KIND) PROVIDED BY THE CITY OF BURNABY	0		1		

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

We are also pursuing the following sources of funding: Canada Emergency Wage Subsidies (CEWS), Emergency Community Support Funds (ESCF) and raffle revenues. We are attempting to diversify our revenue stream and continue to seek funding from corporate and municipal donors, as well as BC Gaming.

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	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ 10,000.00
GRANT - IN-KIND					
PERMISSIVE TAX EXEMPTION					
LEASE GRANT					
OTHER					

4. DESCRIBE THE TOP 3 GOALS FOR THE ORGANIZATION IN THE CURRENT YEAR.

GOAL 1
Reduce Waitlist

DESCRIPTION

Youth face a multitude of adversities every day, growing up can be hard. Imagine adding a pandemic, being separated from your friends, after school activities canceled, and in-class instruction limited. Covid-19 has increased the social isolation of youth and exacerbated mental-health issues.

Since 1960, Big Sisters of BC Lower Mainland has been changing the course of young lives by providing supportive mentors to kids who need someone the most. Reducing our waitlist by matching youth with a supportive mentor will strengthen communities and set youth on a path to succeed.

GOAL 2

Continue to build infrastructure and capacity to support matches virtually

DESCRIPTION

In 2020, we adapted our programs to a virtual platform to continue mentoring youth in our communities. This included reallocating our resources to ensure volunteer mentors were retrained to support youth virtually and provided online safety training to keep youth safe. We continue to recruit, screen and train new volunteers online. We have developed relationships to provide technical support to youth and their families that require Internet services and devices for youth to connect with their mentor.

GOAL 3

Continue to diversify and strengthen funding

DESCRIPTION

With approximately half of our revenues derived from fundraising events, the pandemic has increased our awareness and exposed the vulnerability of relying on event fundraising to secure such a high percentage of operating costs. We are strengthening our donor base and developing strategies to increase alternate methods of funding. Additionally, we have recently engaged in a partnership with Method Works Consulting to strengthen our fundraising strategy, reporting and implementation.

5. PLEASE COMPLETE THE FOLLOWING

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	751	597
VOLUNTEER HOURS PER YEAR	47,362	41,635
NUMBER OF VOTING MEMBERS	490	455

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.

Big Sisters believes that every child and youth in the BC Lower Mainland who needs a mentor, should have a mentor. Our programs are open to volunteers and youth who identify as female, transgender and non-binary. We are committed to providing a safe, inclusive environment to all individuals, regardless of gender, sexual orientation, cultural identity or skin colour.

Our efforts in bringing values of JEDI (Justice, Equity, Diversity and Inclusion) fully into our work has begun. In 2017, our national agency Big Brothers Big Sisters Canada formed a Diversity Working Group on which we serve. It determined the needs and challenges in fulfilling its JEDI goals. In 2020, we successfully sought funding and begun translation of our key program and intake materials into the six top languages other than English spoken by our clients to better serve these populations and reduce barriers to participation.

SECTION G: INSURANCE AND ACKNOWLEDGEMENT*

1. DOES YOUR ORGANIZATION HAVE GENERAL LIABILITY INSURANCE? <input checked="" type="radio"/> Yes <input type="radio"/> No
2. IF YES, WHAT COVERAGE? 5 million general liability insurance.
3. IF AWARDED A GRANT, HOW WILL YOUR ORGANIZATION ACKNOWLEDGE THE CONTRIBUTION FROM THE CITY OF BURNABY? We are pleased to offer a variety of opportunities to recognize you for your generous gift, and work with you to tailor recognition that meets your needs. A \$10,000 gift to the Big Sisters Mentoring program offers the following recognition: <ul style="list-style-type: none">- Social media posts announcing donation- Organization listed on webpage- Organization logo with link on the Big Sisters program webpage- Organization listed in annual report- Thank You Art for your office

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 2021
3. 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 CEWS	157037	30000	N	Canada Emergency Wage Subsidy
2 ESCF	47500	10000	N	Emergency Community Support Fund
3				
PROVINCIAL GOVERNMENT (SPECIFY)				
1 BC Gaming Grant	150000	155000	Y	January - December 2021
2				
3				
LOCAL GOVERNMENT (SPECIFY)				
1 Municipal Grants	62825	61550	N	January - December 2021
2				
3				
SPONSORSHIP (SPECIFY)				
1 Incl. in fundraising below				
2				
3				
EARNED REVENUE				
1 Service Contracts	20525	20525	Y	January - December 2021
2				
3				
FUNDRAISING (NET REVENUE)	417395	314282	N	January - December 2021
INDIVIDUAL DONATIONS	111841	110588	N	
IN-KIND SOURCES				
INVESTMENT INCOME	12383	12000	Y	January - December 2021
OTHER SOURCES (SPECIFY)				
1 United Way Grant	4433	0	Y	
2 Foundation & Corp Grants	134120	250487	N	January - December 2021
3				
TOTAL REVENUE	1118059	964432		

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EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE	104801	133551	
OFFICE SUPPLIES & EXPENSES	26049	22105	
PROGRAM & EVENT SUPPLIES			
ADVERTISING & PROMOTION	15906	10700	
TRAVEL & VEHICLES EXPENSES	55540	59233	Includes caseworkers' travel time
INTEREST AND BANK CHARGES			
LICENCES, MEMBERSHIPS, & DUES			
OCCUPANCY COSTS	1683	1900	
PROFESSIONAL & CONSULTING FEES			
CAPITAL PURCHASES & IMPROVEMENTS			
AMORTIZATION OF CAPITALIZED ASSETS			
DONATION, GRANTS, & SCHOLARSHIP EXPENSE AS PART OF CHARITABLE ACTIVITIES			
EDUCATION AND TRAINING FOR STAFF & VOLUNTEERS	34714	38103	Includes caseworker's time for
CITY SERVICES EXPENSES (SPECIFY)			
1			
2			
3			
OTHER EXPENSES (SPECIFY)			
1 Program Expenses	722645	773240	Direct Match Support, Program
2			
3			
4			
5			
TOTAL EXPENDITURES	961338	1038832	
CURRENT SURPLUS (DEFICIT)	156721	-74400	