



## COMMUNITY GRANT APPLICATION

## SECTION A: APPLICANT INFORMATION

1. ORGANIZATION NAME Ryan's Rainbow Emergency Food Outreach Society (RREFO)		
2. ORGANIZATION STREET ADDRESS 7080 Union Street, Burnaby, BC V5A 1H9		
3. WEBSITE (IF APPLICABLE) ryansrainbowemergencyfoodoutreach.business.site		
4. GRANT APPLICATION MAIN CONTACT PERSON		
NAME Teresa Rasquinha	PHONE (778) 668-0373	EMAIL teresarasquinha@gmail.com
5. ALTERNATIVE CONTACT PERSON		
NAME Melwyn Rasquinha	PHONE (604) 341-2750	EMAIL melwyn7080@gmail.com

6. APPLICANT TYPE		
<input checked="" type="radio"/> LOCAL REGISTERED NON-PROFIT SOCIETY	SOCIETY NO S0073354	DATE OF INCORPORATION 2021-11-08
<input type="radio"/> REGISTERED CHARITY	CHARITABLE NO	
<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 checked="" type="radio"/> New Applicant	<input type="radio"/> Returning Applicant
2. SELECT THE KIND OF COMMUNITY GRANT YOU ARE APPLYING FOR:	
<input checked="" type="radio"/> General Grant (Operating)	<input type="radio"/> General Grant (Programming) <input type="radio"/> Recreational Sport Grant <input type="radio"/> Fee Waiver
3. AMOUNT YOU ARE REQUESTING:	
\$ 4,338.00	<input type="checkbox"/> In-Kind (check if applicable)
4. TOTAL COST OF THE PROJECT/EVENT/PROGRAM ETC.	
\$ 4,338.00	
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.	

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.

This amount will be used for the annual rent and rental insurance for one year (Jan 1 2022 to Dec 31 2022)

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?"

We are an emergency food outreach program operating out of North Burnaby's Cliff Avenue Church hall and are 100% volunteer driven. We provide food to an average of 150 families on a weekly basis (every Thursday) which is about 7800 families annually. Almost all our food is donated by various organizations and box stores. We need your help to fund our annual rental and rental insurance expenditure.

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 Emergency food outreach rental space	
2. PROJECT/EVENT/PROGRAM LOCATION (PHYSICAL STREET ADDRESS OR EVENT LOCATION) 1600 Cliff Ave, Burnaby, BC V5A 2K2	
3. PROJECT/EVENT/PROGRAM START DATE 2022-01-01	4. PROJECT/EVENT/PROGRAM END DATE 2022-12-31

## SECTION D: PURPOSE OF BENEFIT\*

1. DESCRIBE THE PURPOSE OR GOAL OF THE PROJECT/EVENT/PROGRAM The rental space is ideal for our organization. It is spacious, has ample parking space and is on one level which does not need the use of ramps or other means for access to our seniors and people with disabilities whom we assist with food donations.
2. DESCRIBE THE PROJECT/EVENT/PROGRAM AND THE ACTIVITIES The space is used to stock our food supplies in multiple fridges and freezers. We also sort and prepare hampers on the premises during the week and distribute the food hampers all day on Thursdays. We have big plans for the Christmas giving week.

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):

We help Burnaby residents in their time of need by providing emergency food requirements. We also provide help to local schools with breakfast packages from time to time. We are always open to everyone at any time.

Our program makes use of surplus food which would otherwise go into a landfill.

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.

United Way and Burnaby Neighbourhood House are our close partners and provide assistance whenever needed.

The current Mayor of Burnaby, His Lordship Mike Hurley, has visited our program and volunteered with food distribution. His office staff also volunteer from time to time.

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?

We are not yet a registered charity, therefore this would present an issue. However, we are confident that with the standing we now have in the community we will be able to raise this amount. The program is very critical and we will not let monetary constraints hamper it in any way.

### 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)

Our goal is to provide healthy sustenance to our families in the community who are in trouble. To that end our volunteers work tirelessly. The fact that the number of families we support has increased, especially during Covid indicates a dire need for our program in Burnaby.

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

Our yard stick is the volume of food that we supply in a week, month and year. Satisfaction with the quality of food we supply, appreciation and gratitude is our yard stick. Many of our families also find time to come back and volunteer when their situation improves. We treasure those moments and kind words.



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)					
DONATIONS AND SPONSORSHIPS (CASH)					
DONATIONS AND SPONSORSHIPS (IN-KIND)					
ALL DONATIONS (CASH/IN-KIND) PROVIDED BY THE CITY OF BURNABY					

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 in the process of applying for charitable status with CRA, which we are confident will result in us being able to receive donations to maintain our program and keep it healthy over time.

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	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,338.00
GRANT - IN-KIND	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
PERMISSIVE TAX EXEMPTION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
LEASE GRANT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
OTHER	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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

GOAL 1  
Increase awareess in our community of our existance and the services that we provide

DESCRIPTION  
We are aware that there is a greater need for our services, hence we are vigourously spreading our mesage through social media and word of mouth through our families and well wishers.

**GOAL 2**

Offer our families help in the moment with the intention of self sufficiency and independence in the future

**DESCRIPTION**

We provide seven days worth of nutritious food for our families so that food insecurity is immediately addressed. Their monetary resources can then be allocated towards rent, utilities, transportation, child care bills and other needs of their children. We also help our families to make connections with referrals to other community services. Our emergency outreach makes sure our families who come from all walks of life get the help they need quickly.

**GOAL 3**

Obtain a charitable number from CRA

**DESCRIPTION**

This will ease our financial stress to a considerable extent.

**5. PLEASE COMPLETE THE FOLLOWING**

	PREVIOUS YEAR	CURRENT YEAR
NUMBER OF VOLUNTEERS (INCLUDING BOARD)	10	15
VOLUNTEER HOURS PER YEAR	3,768	4,836
NUMBER OF VOTING MEMBERS	0	4

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.

## SECTION G: INSURANCE AND ACKNOWLEDGEMENT\*

1. DOES YOUR ORGANIZATION HAVE GENERAL LIABILITY INSURANCE?

☒ Yes ☐ No

2. IF YES, WHAT COVERAGE?

\$3,000,000

Commercial Gen Lib

Tenants Legal Lib

Non-owned automobile Lib.

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

We will ensure that our social media network will include the City of Burnaby's contributoon to RREFO

## 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 checked="" type="radio"/> Organization <input 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				
2				
3				
PROVINCIAL GOVERNMENT (SPECIFY)				
1				
2				
3				
LOCAL GOVERNMENT (SPECIFY)				
1 United Way	27000	10000	Y	For fridges, freezers and food program
2 BNH	10000	5000	Y	For food prgram
3				
SPONSORSHIP (SPECIFY)				
1				
2				
3				
EARNED REVENUE				
1				
2				
3				
FUNDRAISING (NET REVENUE)				
INDIVIDUAL DONATIONS	10698	9470	Y	General
IN-KIND SOURCES				General
INVESTMENT INCOME				
OTHER SOURCES (SPECIFY)				
1 Interest & other income	244			
2				
3				
<b>TOTAL REVENUE</b>	<b>47942</b>	<b>24470</b>		



EXPENDITURES	PRIOR YEAR ACTUAL	CURRENT YEAR BUDGET	BRIEF DESCRIPTIONS/ COMMENTS (TYPE OF GRANT AND FUNDING PERIOD)
TOTAL COMPENSATION EXPENSE			
OFFICE SUPPLIES & EXPENSES	239	1399	stationery, labels, safety supplies
PROGRAM & EVENT SUPPLIES	11786	29561	Food, packaging, food cards
ADVERTISING & PROMOTION			
TRAVEL & VEHICLES EXPENSES	472	4147	Maintenance and fuel
INTEREST AND BANK CHARGES			
LICENCES, MEMBERSHIPS, & DUES	232		Incorporation fees
OCCUPANCY COSTS			
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			
CITY SERVICES EXPENSES (SPECIFY)			
1			
2			
3			
OTHER EXPENSES (SPECIFY)			
1 Insurance	542	558	
2 Telephone	168	952	
3 Rent		4338	
4			
5			
<b>TOTAL EXPENDITURES</b>	<b>13439</b>	<b>40955</b>	
<b>CURRENT SURPLUS (DEFICIT)</b>	<b>34503</b>	<b>-16485</b>	