



**Grant for Assistance Application – South Cariboo / District of 100 Mile house**

Organization Information Sheet

Name of Organization: Royal Canadian Legion #261 Forest Grove	
Mailing Address: Box 38, Forest Grove, BC V0K 1M0	
Telephone (office): (250) 397-2455	email: rcl261fg@gmail.com
Purpose of Organization: To serve our Veterans, 1st responders, Seniors and Community.	
How long has the organization operated in the community? July 28, 1960	
BC Society Registration Number: 106806359RT0001	
Federal Charitable Registration Number: (if applicable)	
Chairperson's name: Wendy Clarke	
Telephone: [REDACTED]	email: [REDACTED]
Treasurer or Financial Officer's name: Wendy Wormald	
Telephone: [REDACTED]	email: rcl261fg@gmail.com

**Annual General Meeting:** Date of your last AGM March 16, 2020 (please attach minutes).

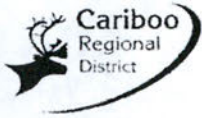
**List of Directors:** Please attach list of current Directors

**Financial Statements:** Please attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.).

**Previous Grant from CRD and/or District:** Please indicate the amount of your previous grant from the CRD and/or District (if applicable) \$ 0

**A Final Report for your last grant received MUST be included with this submission, if not previously submitted.**

Current Grant Requested \$ 18,000 or ?



**Grant for Assistance Application – South Cariboo / District of 100 Mile house**

Please answer the following questions, using additional paper if necessary.

1. What plans has your organization made to fund its activities over the next 3-5 years?  
Between donations, grant funding and operations of the Legion we have continued to carry on our Mandate of serving our Veterans, 1st Responders, Senior and Community. 2020 is our 60 year anniversary of being in the Forest Grove area. We plan to carry on our mandate and work very hard to ensure we are here for many years to come.

2. If your organization charges user fees/memberships/admission, attach your current fee structure: \$55 a year \$40.11 goes to Dominion Command + 1.50 goes to zone

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?  
This year our goal is to survive Covid 19 and the regulations put in place for each others safety. We are working hard to find those in need in our Community and writing grants to benefit them. We had received a grant from United way and handed out food gift cards to those we found in need.

4. Who does your organization serve? (% of clients from District, % of clients from the South Cariboo CRD)

90 % from District and 10 % from other areas

5. Does your organization receive a rental subsidy from the CRD and/or District? If so, how much?

no

6. Does your organization receive any benefit from permissive tax exemption, and if so, how much?

Yes we have we apply each year for this

7. Does your organization use CRD or District owned facilities? If so, which ones?

no

8. How will you indicate that the CRD and District are contributing to your organization?

Facebook Group and Page, advertising at the Legion and to members.



## Grant for Assistance Application – South Cariboo / District of 100 Mile house

---

### Project Summary Sheet

Please answer the following questions, using additional paper if necessary.

1. Brief Description of Proposed Use of Grant Being Applied For:

What we need is to rebuild our outer exit decks from the building, with the addition of a new roof over these exits and to make them assessable for those with a disability. This is a large project and extremely costly due to the increase in lumber prices. We have 3 other exits from the main entrance/exit.

2. How do you know there is a need for this service/project in our community?

We know that this project is needed by our Community, seniors and Veterans. With Covid 19 and the need for one entrance in and one exit out regulations it is important. The decks/roofs have needed placing from over the years of use but it has been financially out of reach.

3. Is your agency applying for funds from other levels of government or other sources for this project?

Yes due to the size and possible cost of project with lumber price increases

4. Would you still be able to complete the project if you do not receive the other funds applied for?

Even if we had to complete one deck at a time we would do it.

5. Please describe the impact of this application being denied or approval of an amount less than requested.

It will impact that the project might take longer to complete then wanted but we will replace what we can and keep looking for funding to complete the rest.



## Grant for Assistance Application – South Cariboo / District of 100 Mile house

---

6. Start date of the project: May 1st, 2021
- End date for the project: July 2, 2021
7. Please describe the key activities that will take place to complete the project and any associated timelines.
- 1st would be getting a building permit then dismantling the old structures. Prepare the ground for putting new decks in place on so that we have a good foundation to put the structures on , next would be building the structures to code.
8. Please provide a detailed financial budget for the project.
9. Please explain how you will measure and evaluate the impact of this project on the community? How will you determine if it was successful?
- Being able to provide those with disabilities a safe and hazard free exits from the Legion, in some cases the disability is just age.

---

**THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

  
\_\_\_\_\_  
President/Chairperson

## 2020 Executive Forest Grove Legion #261

President:	Wendy Clarke	Box 179	Forest Grove, BC V0K 1M0	[REDACTED]	[REDACTED]
Vice President	Gerry Devries	Box 70	Eagle Creek, BC V0K 1L0	[REDACTED]	[REDACTED]
Treasurer	Wendy Wormald	Box 134	Forest Grove, BC V0K 1M0	[REDACTED]	[REDACTED]
Secretary	Angela Hird	Box 152	Canim Lake, BC V0K 1J0	[REDACTED]	[REDACTED]

### Directors

---

Don Wormald	Box 134	Forest Grove, BC V0K 1M0	[REDACTED]	[REDACTED]
Anthony Evans	Box 98	Eagle Creek, BC V0K 1L0	[REDACTED]	[REDACTED]
Bob Holiove	Box 143	Forest Grove, BC V0K 1M0	no phone or email	

Membership Chair	Linda Martens	[REDACTED]
Sgt. at Arms	Chuck Kyler	[REDACTED]
Service Officer	Matthew Barber	[REDACTED]
Poppy Chair	Robin Clarke	[REDACTED]
Sick and Visiting	Barb Thomas	[REDACTED]

<b>REVENUES</b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>
Kitchen Sales	\$76,017.92	\$60,000.00
Community Gaming	\$15000.00	\$18000.00
	<b>\$91,017.92</b>	<b>\$78,000.00</b>
<b>In-kind Income</b>		
Labour and professional services	\$33,840.00	\$33,840.00
<b>TOTAL</b>	<b>\$124,857.92</b>	<b>\$111,000.00</b>
<b>EXPENSES</b>		
Food Costs	\$55,881.84	\$45,000.00
Internet	\$10620.68	\$10,620.68
Shaw direct	\$1465.60	\$1465.60
BC Hydro	\$7350.99	\$6350.00
Fortis	\$3565.96	\$3500.00
Telus	\$1644.50	\$1500.00
Book Keeping	\$5815.47	\$5900.00
Intact Insurance	\$5774.32	\$5774.32
Bank Fees	\$282.00	\$282.00
Maintenance & Repairs	\$5756.98	\$5000.00
Office Supplies	\$1775.84	\$1800.00
GST Paid from Revenue	\$3411.35	\$2900.00
Wages	\$14,220.88	\$15000.00
<b>TOTAL</b>	<b>\$108,513.46</b>	<b>\$95,534.60</b>
<b>In- Kind Expenses</b>		
Labour & professional services	\$33,840.00	\$33,840.00
<b>TOTAL</b>	<b>\$142,353.46</b>	<b>\$128,534.60</b>
	<b>-\$17495.54</b>	<b>-\$17534.60</b>

105124

BALANCE SHEET 2019	GENERAL	GAMING	KENO	MEATDRAW 50/50	KITCHEN	RESERVE	MEMBERSHIP	POPPY	MAIN-TENANCE	NEW HORIZON	TOTAL
<b>CURRENT ASSETS</b>											
CASH ON HAND (FLOATS)	\$1000		\$400		\$500						\$1900
CASH IN BANK	\$8391.41	-\$3.26	\$1719.21	\$4384.86	\$5987.88	19,892.04	\$4605.66	\$2906.88	\$1640.79	\$15.39	\$49240.74
PREPAID EXPENSES	0	0	0	0	0	0	0	0	0	0	0
SHORT TERM INVESTMENTS	0	0	0	0	0	0	0	0	0	0	0
<b>CAPITAL ASSETS</b>											
FURNISHINGS & EQUIPMENT	\$46800.00										\$46800.00
<b>TOTAL ASSETS</b>	\$56,191.41	-3.26	\$2119.21	\$4384.86	\$6187.76	\$19892.04	\$4605.66	\$2906.88	\$1640.79	\$15.39	\$97940.78
<b>CURRENT LIABILITIES</b>											
ACCOUNTS PAYABLE & ACCURALS											
<b>FUND BALANCES</b>											
EXTERNALLY RESTRICTED				&4384.86 DONATIONS				\$2906.88 VETERAN			
INTERNALLY RESTRICTED	\$47,800.00 FURNISHING					\$19,892.04					\$67692.04
UNRESTRICTED	\$8391.41										\$8391.41
<b>TOTAL LIABILITY &amp; FUND BALANCES</b>	\$56,191.41	-\$3.26	\$2119.21	\$4384.86	\$6187.76	\$19,892.04	\$4605.66	\$2906.88	\$1640.79	\$15.39	\$97940.74

105124

LICENSING	\$925.00	\$47.50		\$50.00	\$250.00						
FOOD		\$8500.00			\$45,000.00						
ADMIN		\$1007.00									
PULL TABS & LOTTERY FEES			\$7,800								
DONATIONS				\$5000.00				\$1000.00			
MEAT				\$5,120.00							
RAFFLE TICKETS				\$350.00							
DOMINION COMMAND							\$4813.20	\$40.00			
EMERGENCY OPERATIONS OR REPAIRS						\$4,000.00					
EQUIPMENT					\$1500.00						
ENTERTAINMENT	\$3000.00										
<b>TOTALS</b>	<b>\$109,595.85</b>	<b>\$17,893.87</b>	<b>\$7878.00</b>	<b>\$10,248.35</b>	<b>68,652.00</b>	<b>\$4999.00</b>	<b>\$5291.20</b>	<b>\$1040.00</b>			





## Twilight Construction & Renovations

718 Cariboo Trail  
P.O Box 1635 100 Mile House B.C.  
V0K 2E0  
12503458910  
twilightconstruction.renos@gmail  
.com

ESTIMATE  
EST0002

DATE  
May 30, 2020

TOTAL  
CAD \$18,500.00

TO

**Legion**

rwclarke@xplornet.ca

DESCRIPTION	RATE	QTY	AMOUNT
3 decks	\$0.00	1	\$0.00
3 decks w/ railings	\$0.00	1	\$0.00
3 decks w/ stairs and railing	\$7,500.00	1	\$7,500.00
3 roofs	\$6,600.00	1	\$6,600.00
Roof for ac units	\$2,200.00	1	\$2,200.00
Front entrance railing	\$2,200.00	1	\$2,200.00
	<b>TOTAL</b>		<b>CAD \$18,500.00</b>

All materials are included. Any extra work example attaching roofs and removing siding and find rot in the walls. Will have to be replaced at the Forest Grove legions expense. This is just a quote.

105124

**EAGLE ISLAND CONTRACTING & RENOVATIONS**  
3703 Canim Place, Canim Lake, B.C. V0K 1L0  
Email: [gerry.devries7@gmail.com](mailto:gerry.devries7@gmail.com)  
(604) 378-9179 / (250) 397-0237

TO:  
Royal Canadian Legion  
Branch 261  
4535 Canim-Hendrix Road  
Forest Grove, B.C.  
(250) 397-2455

**QUOTE # 102     June 6, 2020**  
**FOR: EXTERIOR DECKS**

Description of Work:

Removal of four old exterior decks and replace with new and to include roofs and railings as follows:

- Remove four old decks and includes disposal of old materials
- Remove siding as required for installation of roofs and decks
- Ground preparation for footings
- Construction of four new decks (sizing as agreed prior to quote)
- Construction of four roofs to cover decks
- Construction of roof to cover heat pumps and air conditioning units
- Construction of railings for four decks

- \* Decks will be constructed with pressure treated lumber
- \*Roof material to be consistent in color with main building roof

Labor	\$ 6,750.00
Materials	9,450.00
Subtotal	\$16,200.00
GST	810.00
<b>GRAND TOTAL</b>	<b>\$17,010.00</b>

**\*\*\* This Quote does not include any repairs necessary due to hidden**

105124



CALLED TO ORDER @ 7PM

QUORUM #22 (QUORUM WAS MET)

IN ATTENDANCE: WEENDY CLARKE, SANDY ELLIS, WENDY WORMALD, ANGELA HIRD, CHUCK KYER, DON WORMALD,

ABSENT: CONROY VANDERLEE

\*\*\*\*\*

**OPENING CEREMONIES**

Nominations were held

- ELECTIONS:   PRESIDENT               WENDY CLARKE
- VICE PRESIDENT       SANDY ELLIS
- TREASURER               WENDY WORMALD
- SECRETARY               ANGELA HIRD

DIRECTORS: DON WORMALD, BOB HOLIOVE, GERRY DEVRIES

\*\*\*\*\*

MINUTES FROM NOV. 24<sup>TH</sup>, 2019 EXECUTIVE MEETING WERE CIRCULATED FOR INFORMATION ONLY

MOTION TO ACCEPT MINUTES FROM GENERAL MEETING OF NOV. 25<sup>TH</sup> M/S CARRIED

AGENDA SUBMITTED TO THE MEMBERSHIP DATED DEC. 16, 2019 ANY CHANGES OR ADDITIONS WERE TO REMOVE POSSIBLE CLOSURE DATES OF JANUARY 3<sup>RD</sup> AND 4<sup>TH</sup>.

**REPORTS**

CORRESPONDENCE AND CARD READ

MEMBERSHIP : EARLY BIRD WINNER WAS DARLENE HAYWARD

SICK AND VISITING; BARB TO APPROACH KERI BRATBERG TO SEE IF SHE NEEDS ANY ASSISTANCE

LEGION L.A: NO REPORT AS ANN JEWRA WAS NOT IN ATTENDANCE

TREASURES REPORT WAS HANDED OUT

EVENTS: ALL CHRISTMAS DINNERS WENT WELL WITH A GOOD TURNOUT

POPPY CHAIR: NOTHING TO REPORT

SPORTS: DARTS AND CRIB HAVE BEEN WELL ATTENDED, POOL QUIET

MAINTENACE: NEW FAN IN HANDICAPPED AND LADIES WASHROOMS

**OLD BUSINESS**

NEW GLASS WASHER ORDERED AND SHOULD BE HERE BY DEC. 31<sup>ST</sup>

CHRISTMAS COMMUNITY DINNER ON DEC. 23<sup>RD</sup> DOORS OPEN AT 5PM AND DINNER AT 6PM. HELP NEEDED FOR SETUP AND CLEANUP PLEASE GIVE NAME AND PHONE NUMBER TO PRESIDENT IF YOU CAN ASSIST.

105124

NEW YEARS DANCE \$15 PP DORRS OPEN AT 7PM DANCE AT 7:30PM SANCKS, FAVORS, HATS SUPPLIED, 9PM  
BUNWICHES WILL BE MADE AVAILABLE FOR PURCHASE \$3.50 EACH. ALSO HELP NEEDED FOR SETU AND  
CLEAN UP.

MOTION TO RATIFY DONATION OF \$200 FOR THE CHILDRENS CHRISTMAS PARTY (FROM MEAT DRAW) M/S  
CARRIED

**NEW BUSINESS**

MATT BARBER IS THE NEW SERVICE OFFICER, HE HAS SOME EXPERIENCE WITH ASSISTING VETS AND SENIORS

MOTION TO PAY WILLIE TO DO SNOW PLOWING AT \$50 PER HOUR IT TAKES ABOUT AN HOUR TO DO

M/S CARRIED

MOTION TO CLOSE LEGION JAN. 2, 2020 M/ CARRIED

NEW MEMBERSHIP CHAIR IS LINDA MARTENS

BOB HOLIOVE WILL TAKE OVER CHANGING THE OUTSIDE SIGN

EMERGENCY MOTION: MOTION TO DONATE \$200 FROM THE MEAT DRAW FUND TO THE LASALLE FAMILY  
DUE TO LOSS OF HOME AND POSSESSIONS TO FIRE.. WE ARE ALSO COLLECTING FUNDS AT BAR TO HELP GIVE  
THEM AND THEIR CHILDREN A CHRISTMAS. M/S CARRIED

BROUGHT TO THE FLOOR BY A MEMBER- WHEN YOU WILL BE HAVING A MEETING WITH THE LA TO ASK THEM  
ABOUT FULFILING THEIR MANDATE TO HELP AND ASSIST THEIR LEGION #261.

**ADJOURNED: 8:12PM**

**CLOSING CEREMONIES**

**NEXT GENERAL MEETING WITH INSTALLATION OF OFFICERS: JANURY 20<sup>TH</sup>, 2020**