

Grant for Assistance Application

Organization	Information	Sheet
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Name of Organization: Royal Canadian Legion #261 Fe	orest Grove
Mailing Address: Box 38, Forest Grove, Bc VOK 1M0	
Telephone (office): 250-763-6700 ext. 1898	
Purpose of Organization (From Constitution or Incorporati By laws included and mandate	
How long has the organization operated in the community	7 June 28, 1960
BC Society Registration Number: 106806359RT0001	
Federal Charitable Registration Number: (if applicable)	and the second s
Chairperson's name: Wendy Clarke	
Telephone: Email:	
Treasurer or Financial Officer's name: BDO	
Telephone: Email:	
	he appropriate person (i.e., CA,
	s 0
revious Year Grant from CRD and District (if applicable)	\$ 0
IOTE: A Final Report for previous year's grant MUST be incl	uded with this submission.
urrent Grant Amount Requested	\$ <u>13,000</u>



TilSC Joint Committee \SC Joint Grant for Assistance Application.doc SEP $\stackrel{?}{2}$ 0 2019

DISTRICT OF 100 MILE HOUSE BRITISH COLUMBIA







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?

 We have programs that we operate and are always searching out funding to ensure to keep them operating. We have kept these programs operating for 10 plus years. We will continue to working to keep these programs viable as they are a vital component needed in our community.
- 2. If your organization charges user fees/memberships/admission, attach your current fee structure:
- 3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

Our goals are to continue to be a vital part of our community and we always look at ways to improve our seniors, youth and family lives. We are looking at starting some fun exercise programs to add to what we already have in place which are. Seniors

Outreach, Community Hospitality and Community facility use. We are also looking at adding in some quest speakers to benefit our seniors and community

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

90 % of area H and 10 % from outlining 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? (information available from District Tax Department) we apply for property tax exemption each year
- 7. Does your organization use CRD or District owned facilities? If so, which ones?
- 8. How will you indicate that the CRD and District are contributing to your organization? through advertising and posting within the legion







Project Summary Sheet	
Please answer the following	g questions, using additional paper if necessary.
1. Brief Description of Pro	posed Use of Grant Being Applied For:
\$13,000 towards the pure	chase of 2 new furnaces with air conditioning.
2. How do you know there	is a need for this service/project in our community?
Furnaces aged out and ob break down it will close ou	solete and parts are no longer available. If furnaces should restablishment and we will loose our programs.
*****	programo,
 Is your agency applying f project? yes NHSP \$25,000 	or funds from other levels of government or other sources for this
applied for:	to complete the project if you do not receive the other funds
no we would have to search to	out other avenues to seek the funds needed.
man requested.	ct of this application being denied or approval of an amount less
unumy to complete the pro	ve would have to continue searching out other avenues of bject. If furnaces break down in winter our establish would be would our seniors, with loss of our programs in place.
,	
Start date of the project:	May 1st 2020
End date for the project:	May 30th 2020





Grant for Assistance Application

7.	Please describe the key activities that will take place to complete the project and an associated timelines.
Re	emoval of old furnaces (2) install cement pads for air conditioning units. Update estrical wiring, install furnaces, (2) and air conditioning units.
8.	Please provide a <u>detailed</u> 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?
an	e impact and measurement would be extremely felt and measured by heat in winter d cool in summer, those benefiting would be our volunteers our seniors and our
COI	mmunity. There would also be the factor of lower heating cost with energy efficient naces.
	INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF KNOWLEDGE.

President/Chairperson

MISSION STATEMENT

OUR MISSION IS TO SERVE VETERANS,
WHICH INCLUDES SERVING MILITARY
AND RCMP MEMBERS AND THEIR FAMILIES,
TO PROMOTE REMEMBRANCE
AND TO SERVE OUR COMMUNITIES AND COUNTRY.

Membership fees:

\$55 per year per person with \$40.11 per year per person going to Dominion Command

We also pay \$1.50 per year per member to Cariboo Zone for their operational expenses

This leaves us with \$8.30 per year per member, this is kept in house and is used for pins or membership needs such as crests, awards etc.

Please note that MEMBERSHIPS ARE NOT REQUIRED TO TAKE PART IN OUR PROGRAMS...

Returning Executive

Wendy Clarke

Box 179, Forest Grove, BC VOK 1MO

Wendy Wormald

Box 134, Forest Grove, BC V0K 1M0

Sandy Ellis

Box 321, Forest Grove, BC V0K 1M0

Chuck Kyler

Box 956, 100 Mile House, BC VOK 2E0

New Executive

Angela Hird

Box 152, Canim Lake, BC VOK 1J0

Conroy Van Der Lee

Box 324, Forest Grove, BC V0K 1M0

Don Wormald

Box 134, Forest Grove, BC V0K 1M0

MAY 27, 2019

CALLED TO ORDER AT 7:06pm

IN ATTENDANCE: WENDY CLARKE, SANDY ELLIS, CONROY VANDERLEE, ANGELA HIRD, CHUCK

KYLER, WENDY WORMOLD

ABSENT: DON WORMALD

Old Business

Hospice 100 Mile House \$500 donation to be used for equipment.

Roofing material sold

Cards and flowers sent to sick and recovering members

New Business

Meat Draw funds have to be used within a 12 month period. Possibly use them for other donations. Can't use the poppy fund for the grant to Forge, can only be used for helping veterans directly.

Gaming Events – apply for 4 new dart boards if possible. Check on it for the Seniors Darts.

Date needs to be set for cleaning SeaCan container, need to find out cost of new shelving. Need at least a dozen people to volunteer for clean up. Slated for Sunday July 14th at 9:00am

Reminder that Legion Week is coming up June 21-26

Need help in kitchen, ongoing, 3-4 hrs to run till or help loading and running dishwasher

Write a grant to New Horizons for a glass washer for the kitchen, our old one on its last legs. Motioned and seconded: Carried

Write a grant for the furnace/air conditioning. To be done in July

We have 4 new members have joined our Legion

ADJOURNED 7:40 pm



Burgess Plumbing, Heating & Electrical Co. Ltd.

36 North Broadway Williams Lake, B.C. V2G 1B9 Phone: (250) 392-3301 Fax: (250) 392-6737

Royal Canadian Legion - forest Grove. P.O. box 38 Forest Grove, B.C. V0K-1M0.

We are pleased to submit to you the following price to add central air conditioning and new high efficient forced air furnaces installed to the existing HVAC ducting system at the Royal Canadian Legion located at # 4535 Canim Hendrix

Installation of two new Lennox outdoor A/C unit EL16XC1-060-230 including indoor coil mounted on furnaces, and two new Lennox high efficient furnaces EL296UH110XE60C. The total price is

\$37,880.00 + GST.

The above quoted A/C systems have the following features and warranty.

- Efficiency (seer) rating of 16 SEER
- cooling capacity of 60,000btu/hr. (5ton).
- Single stage cooling capacities
- 10 year compressor warranty.
- 5 year parts.

The above quoted furnaces have the following features and warranty.

- Efficiency (AFUE) rating of 96%
- Two stage heating input 72,000/110,000 BTU/H
- Variable speed blower.
- Limited Lifetime heat exchanger warranty (20 yr. transferrable).
- 5 Year parts.

Scope of work includes:

- Installation of two new high efficient furnaces in the mechanical room / basement.
- Connection of ducting using shop fabricated fittings.
- Installation of a new filter racks.
- Run furnace exhaust up through existing old furnace venting, and the intake air through the exterior wall.
- Pipe furnace condensing drain to condensate drain then to plumbing
- Gas Permitting to current safety standards.
- Install of two new Honeywell programmable thermostat T6 pro.
- Installation of a new outdoor compressor on new equipment pad.
- Installation of a new copper line set from the outdoor compressor to the indoor evaporator coil.
- Installation of new cased coil on furnace.
- Connection of utilities (electric) to current code standards.
- · Pipe condensing drain on indoor coil to condensate pump.
- Installation of Main electrical from the existing 200 amp panel to outdoor disconnects. And hook up to the disconnect outside the building to compressors.
- Low voltage control wire from compressor to coil.
- Start up and commissioning.
- Site cleanup.

If you have any question regarding the above estimate please call us at 250 395 4800.

Thank You

Orrin Geddes

Terms:

- A down payment of 50% of the value of this quotation will be required before the commencement of work. The
 balance of payment is due and payable upon receipt of invoice and shall be paid no later than the 30th day of the
 month following the payment period, where upon any outstanding balance shall bear interest at the rate of 2% per
 month.
- 2. All payments exceeding \$5000.00 to be by cash or cheque. Visa, MasterCard or other credit cards are accepted for this quotation for amounts up to and including \$5000.00.
- 3. This quotation includes all necessary travel cost and applicable permits unless otherwise stated, the work will be performed in compliance with local bylaws, according to plans and specifications where applicable, and accepted trade practices. We are in compliance with Workers Compensation Board.
- 4. Title to all products included in the scope of work and delivered to the place of work shall, on the making of such payment as outlined in Term #1, then belong to the owner.
- 5. This quote is valid for a period of 30 days from the date of quotation.
- 6. As regards to renovation work, as a contractor we make every possible effort and take every responsible effort and appropriate precautions to maintain a safe worksite and avoid property damage. Unfortunately there are hazards associated with all renovation projects. The owner is responsible to ensure adequate protection for existing floors, walls, fixtures, finishing's, etc. Our company will not be held liable for damage caused as a result of inadequate protection of work areas.

ACCEPTED	DATE:

Supplied - BDO Forest Grove RCL 261 W. Clouke
Balance Sheet - Assets
As at 12/31/18

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Description

Current Year

Prior Year

Assets		
Current Assets		
Petty Cash - Bar	100.00	150.7
Petty Cash - Kitchen		153.2
Bar Float	1,000.00	1,000.0
Kitchen Float	400.00	400.0
Keno Float	400.00	451.0
Cash Clearing	-10,377.90	-2,581.0
General WLCU -5895	-5,907.16	1,085.34
Membership WLCU -5895	2,872.48	1,801.72
Building Maint WLCU -2377	1,071.06	80.75
Kitchen WLCU -1158	422.50	9,331.88
New Horizon WLCU -2377	-6.50	71.50
Rainy Day Savings WLCU -5895	23,843.25	9,549.98
Loftery Acct. WLCU -5911	2,990.44	1,926.14
Gaming Grant WLCU - 5911	401.47	5,357.50
General Equity Shares -5895	31.00	30.00
Lotto Equity Shares -5911	31.00	30.00
Building Equity Shares -2377	26.00	25.00
Kitchen Equity Shares -1158	27.00	26.00
Short Term Investments	510.33	507.03
Accounts Receivable	-7,147.08	266.83
Inventory		
Llquor	4,464.28	4,464.28
Draught Beer	9,236.74	9,236.74
Bottled Beer	9,828.71	9,828.71
Cider, Coolers and Wine	6,063.18	6.063.18
Bar Drinks and Food	1,289.78	1.289.78
Breakopen Tickets	8,201,50	589,80
Legion Supplies	50,756.13	50,756.13
Tobacco & Sundry		2,675.47
Other Inventories		55.79
Prepaid Expenses	4,388.42	2,984.57
Total Current Assets	104,916.61	117,608.06
Capital Assets		
Building	138,734.15	138,734.15
Furniture, Fixtures and Equipment	8,805.36	
Total Capital Assets	147,539.51	4,567.15
Net Capital Assets	147,539.51	143,301.30 143,301.30
tal Assets	752 450 42	000 000 0
	252,458,12	260,909.36

Balance Sheet - Liabilities

As at 12/31/18

Description	Current Year	Prior Year
Liabilities		
Current Liabilities		
Net Sales Taxes Payable	857.11	3,403,84
Salaries and Employee Benefits Payable	-16,901.80	-18,901,80
Per Capita Taxes Payable		-4,200.11
Accounts Payable and Accrued Liabilities	5,010.54	582.01
Deferred Revenues	31,955.00	29,050.00
Total Current Liabilities	20,920.85	11,933.94
Long Term Debt		
Mortgage Payable	ė	18,713.16
General Due to/from Poppy	601.25	635.00
General Due to/from Gaming	282.18	739.65
Kitchen Due to/from Bar		-18.88
Total Long Term Debt	883.43	20,068,93
Net Long Term Debt	883.43	20,068.93
Total Liabilities	21,804.28	32,002.87
Branch Surplus (deficit)		
Balance Beginning of Period Add:	228,906.49	151,328.78
Branch Net Profit/(Loss) for the Year	1,745.35	77,577.71
end Total Branch Suplus (Deficit)	230,651.84	228.906.49
otal Llabilities and Branch Suplus (Deficit)	252,456.12	260,909.36

Branch Income Statement

For the period 01/01/18 to 12/31/18

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Description	Current Year	Prior Year
Income		
Licensed Premises Net Profit/(Loss) - Schedule I	-28,752.76	65,206.4
Membership Dues	3,809.67	6,162.00
Interest income	50.57	24.61
Donations	32,051.10	25,660.29
Net Breakopen Ticket Revenues - Schedule III	9,903.55	1,691.80
Net Keno Commission Income	-9,179.45	-503.92
Rentals, Catering, Kitchen - Net	46,401.77	45,241.33
Senior's Lunch Revenue	4,267.05	2,624.36
Other Income	80.00	2,024,00
Total Income	58,631.50	146,106.88
Expenses		
Administration Wages and Employee Benefits		50.45
Bank Interest and Service Charges	2,281.11	56,45
Advertising & Promotions	2,261.11	28,847,84
Donations Expense	- 1111	249.34
Entertainment Expense	326.05	575.00
Equipment Rental Expense	3,012.97	2,749.21
Interest and Long Term Debt Expense	22.84	100.52
Insurance Expense	540,97	1,286.23
Janitor Expense	5,128.20	5,478.10
Legal, Audit and Professional Fees Expense	3,481.59	711.17
Legion Supplies Expense	4,942.76	1,400.00
Maintenance and Repairs Expense	687.83	728.14
Kitchen Renovation Expense - 2016	4,001.58	2,371.95
Membership Expenses		4,428.15
Office Supplies and Postage Expense		322.79
Per Capita Tax Expense	4,928.13	2,785.63
Rent Expense	8,031.69	2,366.54
Sports Expense	125.00	250.00
Telephone Expense	2.10.100	16.90
Travel Expenses	2,847.82	830.14
Utilities Expense	432.00	380.15
Vehicle Expenses - Fuel	13,312.47	11,026.06
Vaste Disposal Expense	521.21	772.20
Zone Expenses		219.52
Miscellanous Expenses	300.67	175.04
/olunteer Expenses	1,539.65 110.01	602.20
al Expenses	56,886,15	68,529.17
Income before Donations and Amortization Expense	1,745.35	77,577.71
nch Net Operating Income (Loss)	1,745.35	77,577.71
mortization Evenence		

Amortization Expense

Unaudited - This statement was generated without audit or review. Readers are cautioned that this statement may not be appropriate for their purposes.

Gaming Account Summary Report

For the period 01/01/18 to 12/31/18

Description	Current Year	Prior Year
Opening Balance in Gaming Accounts	5,268.22	4,572.97
Income		
Community Gaming Grant revenue		
Licenced Gaming Revenue Gross	16,945.66	21,135.60
Interest and Other	1,00	
Gaming Fund Donations from other Organizations		
Total Gaming Account Income	16,946.66	21,135,60
Prize Costs and Garning Expenses		
Prizes	2,368.83	9,848.83
Direct Prize Costs	7,161.80	4,386.12
Other Prize Costs (Printing, ads, supplies)	-22.60	1,206.90
Total Gaming Expenses	9,508.03	15,441.85
Nat Gaming Proceeds	7,438.63	5,693.75
Total Gaming Revenue available for Disbursement	12,708.85	10,266.72
Gaming Disbursements	5,058.01	5,004.00
Closing Belance in Gaming Accounts	7,648.84	5,262.72
Difference		-5.50

Keno

For the period 01/01/18 to 12/31/18

Description	Current Year	Prior Year
Keno Sales	-2,744.00	12,358.25
Deduct:		
Keno Cancelations		-4.00
Кело Discounts	556.00	1,040.00
Net Sales (AP to Lotteries - Balance Sheet Account)	2,188.00	-13,402,25
Less Cash paid out:		
Keno Validations	13,630.00	7.355.50
Keno Vouchers	1,712.75	1,958,75
Keno Purchases	2,315,34	1,504.83
Total "Costs" (AR from Lotteries - Balance Sheet Acct)	-9,601.91	-3,891.92
Net Lottery Clearing Acct on Balance Sheet	-7,413.91	-17,294.17
Calculation of Commission Income:		
Keno Commissions	1,611,40	1,933.55
Keno Bonuses		1,000.00
Total Commissions	1,611.40	1,933.55
Кело Admin Costs	10,790.85	2,437.47
Net Commission Income to Branch (on Income statement)	-9,179.45	-503.92

Poppy Fund

For the period 01/01/18 to 12/31/18

Description	Current Year	Prior Year
Branch Poppy Fund, prior year	3,240.48	3,369.12
Add: Donations/Receipts (all sources including interest	1,779.59	639,65
Total "A"	5,020.07	3,928.77
Cost of:		
a) Popples and Wreaths		668,14
b) Promotional Material c) Campaign Expenses	12.97	
d) Grants to Serving/Ex-service Personnel/dependents e) Posting and Literary Contest (include zone prizes if f) Special Use expenditures (section 403 of the Poppy		
g) Busary Donations in community h) Assessment - to BC/Yukon Command	46.78	14.65
Total "B"		
Relance Current Vous	59.75	882.79
Balance, Current Year Out of Balance	4,960.32	3,245.98 5.50

Licensed Premises Net Profit

For the period 01/01/18 to 12/31/18

Description	Current Year	Prior Year
Income		
Gross Profit on Sales - Schedule II	46,451.55	90,357.04
LP Sales Cesh Over/Short	65.30	247.54
LP Other Licensed Prem. Revenues		580.00
Total Licensed Premises Income	46,516.85	91,184.58
Licened Premises Expenses		
Bar Wages and Employee Benefits	12,472.66	
Bar Maintenance and Repairs	200.61	7,830,87
Bar Supplies	59,532.99	13,761.72
Entertainment and Music		2,120.01
Games Expense		48,15
Janitor Expense	368.78	280.00
Licenses and Permits	45.00	
Spillage Losses		428.90
LP Deposit/Container Charges/Refunds	680.02	1.128,77
LP Interac Expense	1,969.35	379.75
Total Canteen Expenses	75,269.61	25,978,17
Canteen Net Profit (Loss) for the Year	-28,752.76	65,206_41

Schedule of Licensed Premises Gross Profit on Sales

For the period 01/01/18 to 12/31/18

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Description	Current Year	Prior Year
Sales		
Bottled Beer - Regular	20,813,25	22,866,99
Bottled Beer - Off Sale	5,621.75	
Liquor & Mix	16,517,24	2,174.36
Draught Beer	21,010.42	15,072.56
Wine	11,314.79	29,905.06
Coolers	8,750.17	9,962.18 10,521.83
Tobacco & Sundry	10,34	8,862.93
Fotal Sales	84,037.98	99,365.93
Cost of Goods Sold		
Opening inventory		
Bottled Beer - Regular	9,826.71	
Bottled Beer - Off Sale	9,020,73	1,705,99
Liquor & Mix	4,464.28	4 857 00
Draught Beer	9,236,74	1,857.02 727.56
Wine	2,800.68	114.40
Coolers	3,262,30	334.19
Tobacco & Sundry	2,875,47	43.65
Total Opening inventory	32,268,38	4,782.81
Purchases		
Bottled Beer - Regular	13,636,33	9,110,89
Bottled Beer - Off Sale		70.86
Liquor & Mix	4,444.54	3,906,95
Draught Beer	11,258.15	12,498,94
Wine	3,399.42	3,110,35
Coolers	2,172.50	3,821.35
Tobacco & Sundry		3,975.12
Total Purchases	34,910.94	36,494.46
Closing Inventory		
Bottled Beer - Regular	9,828.71	9,828.71
Bottled Beer - Off Sale		7,020.11
Liquor & Mlx	4,484.28	4,464.28
Draught Beer	9,236.74	9,236.74
Wine	2,800,88	2,800,88
Coolers	3,262,30	3,262,30
Tobacco & Sundry		2.675.47
tal Closing Inventory	29,592.91	32,268.38
st of Goods Sold		
Bottled Beer - Regular	13,636,33	988.17
Trogular		

Unaudited - This statement was generated without audit or review. Readers are cautioned that this statement may not be appropriate for their purposes.

Schedule of Licensed Premises Gross Profit on Sales

For the period 01/01/18 to 12/31/18

Description	Current Year	Prior Year
Liquor & Mix	4,444.54	1,299.69
Draught Beer	11,258,15	3,989,76
Wine	3,399,42	423.87
Coolers	2,172,50	893.24
Tobacco & Sundry	2,675.47	1,343.30
Total Cost of Goods Sold	37,586.41	9,008.89
Gross Profit		
Bottled Beer - Regular	7,176.92	21,878,82
Bottled Beer - Off Sale	5,621,75	2,103.52
Liquor & Mix	12,072,70	13,772,87
Draught Beer	9,752,27	25.915.30
Wine	7,915.37	9,538,31
Coolers	6,577.67	9,628,59
Tobacco & Sundry	-2,665.13	7,519,63
otal Gross Profit	46,451.56	90,387.04

Breakopen Tickets

For the period 01/01/18 to 12/31/18

Description	Current Year	Prior Year
Total Sales for the Year	7,524.62	6,925.47
Cost of Breakopen Tickets Sold:		
Opening Inventory, Beginning of Year	589.60	589.80
Add: Breakopen Ticket Purchases for the Year	-6,945.03	1,421.67
Deduct: Closing Inventory, End of Year	8,201.50	589.80
Cost of Breakopen Tickets Sold	-14,556.73	1,421.67
Gross Profit (Sales less Cost of Tickets Sold)	22,081.26	5,503.80
Deduct: Prize Payouts	4,566.00	3,812.00
Net Revenues on Breakopen Ticket Sales for the Year	17,515.25	1,691.80
Percentage Return on Breakopen Ticket Sales		
Divide Net Revenues by Total Ticket Sales	232.78	24.43