

Grants for Assistance Application

South Cariboo and District of 100 Mile House



100 Mile House

Thursday September 29th 2022 12:32 PM

Name of Organization: Gateways Services For Families With Special Needs Society

Mailing Address: Box 2302 100 Mile House, BC V0K2E0

Telephone (office): 250-706-2869 **email:** gatewayservices2021@gmail.com

Purpose of Organization: Gateways Services For Families With Special Needs Society is a group of parents and special needs workers that have come together for the community of 100 Mile House BC, Canada to support neurodiverse children. Gateways Services is an incorporated society with a very involved board of Directors. As a society our mandate is to fill the gaps in service and support that our community of special needs children require. Assists to special needs families; Provide Educational Assistant support, Behaviour Intervention, respite support, facilitate Occupational Therapy and Speech Pathologist. Provide a navigator to help parents through the process of diagnosis, first step interventions, and long term planning. Create programs tailored to each client and their families. Providing group programs for social skills, daily life skills, teaching independent living and peer to peer support. Services for children 6 to 18 years of age

How long has the organization operated in the community? 2 Years

BC Society Registration Number: S0073120

Federal Charitable Registration Number:

Chairperson's name: M-J Cousins

Telephone: [REDACTED] **email:** [REDACTED]

Treasurer or Financial Officer's name: Peggy Archer

Telephone: [REDACTED] **email:** [REDACTED]

Date of your last Annual General Meeting (AGM): 8/11/2022

Previous Grant from CRD amount: \$ \$540.00

Current Grant Requested from CRD: \$ \$7,840

1. What plans has your organization made to fund its activities over the next 3-5 years?

Looking to the future we have a new teen sensory room being built this fall that is sponsored by Blue Cross Kick Start Grant. As Gateways moves forward over the next 3 to 5 years our goals will be to increase client services, from 7 clients to 15 and to contract more support workers for our programs. This year Gateways Services would like to create a Respite program that parents, caregivers and local agencies can use to find respite workers to help over burdened families. Gateways will still be advocating for the non funded clients as well. We believe that no special needs child or family should go without support.

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?

Respite List Project Contract an Individual to facilitate, vet and create the respite list for the special needs community. We want to create an additional resource for area families living with the challenges of special needs children by creating a respite workers list. This will be a Respite List that parents, caregivers and local special needs agencies (Child & Youth with Special Needs, Min. of Child & Family Dev't, Axis Family Resources and Child & Family Enrichment Centre) can use to find respite workers to help over burdened families. Stage Two: an in-house Respite Program Create a respite program in our office that will help families with support when there is no respite workers available. Last year our goal and objectives were to provide services and programs for under funded children in the community. This goal will continue to be our most important program at Gateways Services. The introduction of a Respite Program this year will help all Gateways clients, both funded and unfunded. Regardless of the financial support provided to families, all caregivers need a break from time to time. Respite means temporary relief from the physical and emotional demands of caring for a special needs child. The children also benefit from a brief time-out from family tensions. Raising a special needs child can, at times, be challenging for everyone.

4. Who does your organization serve?

100 Mile House is the main community in the South Cariboo region of British Columbia. With a population of just under 7,000, the South Cariboo area includes several rural communities - Bridge Lake, 70 Mile House, 108 Mile Ranch, 101 Mile, Lac La Hache, Lone Butte-Interlakes, Canim Lake and Forest Grove. Gateways Services is an incorporated society with a very involved Board of Directors. As a society our mandate is to fill the gaps that our community of special needs children require. One of our main focuses for our society is underfunded or unfunded kids. Services we provide: Gateways assists special needs families by *providing Education Assistant support, Behavioural Intervention, respite support, facilitate OT and SP support. *providing a navigator to help parents through the process of diagnosis, first step interventions, and long term planning. *creating programs tailored to each client and their families. Gateways also delivers group programs that advance social skills, daily life skills and independent living skills plus peer to peer support. Our services are for children 6 to 18 years of age. We see the underfunded and unfunded children make up a good portion of this community. The strain on MCFD, CYSN and Axis family resources is considerable. wait times are years long to get into programs and assessments. As a special needs services provider and most important patents of special needs children we see the school system struggling to provide consistent therapy and support for these children. Our lived experience suggests these young people are falling through the cracks of an already strained system

5. Does your organization receive a rental subsidy from the CRD? No

If so, how much? \$

6. Does your organization receive any benefit from permissive tax exemption? No

If so, how much? \$

7. Does your organization use CRD owned facilities? No

If so, which ones?

8. How will you indicate that the CRD is contributing to your organization?

CRD will be recognized on our website, Facebook page and our brochures. Gateways Services distributes brochures at annual Woman's Fair in 100 Mile House as well. We are also associated with Family Support Institute (FSI) and get exposure from them through community events, parent resource volunteers and word of mouth. Our team are parent resources of FSI as well. We also work with Ascend Online (POLSI-Independent School) who serve a good portion of our local special needs who are home school educated.

PROJECT SUMMARY SHEET

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

Purpose of the grant- Contract a qualified individual to do the following: 1. Set goals for each phase of the project 2. create and implement the project and a Gateways in-house program, specifically: a. Create a survey and list of contacts to interview b. Network the special needs community for their input (MCFD, CYSN, CFEC, Axis Family Resources) c. Create a hire package for respite works, d. Post an expression of interest for Respite Workers e. Create a list of people who are qualified as respite workers from the interviews 3. Report to the Office Coordinator monthly, quarterly reports to Board of Directors 4. Assist Gateways staff to create an in-house Respite program that is affordable with respite rates Overall, this survey project and subsequent Respite Program will build community capacity to help improve the lives of parents who are struggling with special needs children. Information gained through the survey aspect of this project will identify existing respite resources within the South Cariboo, identify the gaps and shortfalls in available support and respite services for families in need, allow Gateways Services for Families with Special Needs to implement a program to address that gap.

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

100 Mile House is the main community in the South Cariboo region of British Columbia. With a population of just under 7,000, the South Cariboo area includes several rural communities - Bridge Lake, 70 Mile House, 108 Mile Ranch, 101 Mile, Lac La Hache, Lone Butte-Interlakes, Canim Lake and Forest Grove. Gateways Services is an incorporated society with a very involved Board of Directors. As a society our mandate is to fill the gaps that our community of special needs children require. The demand for respite workers is vast. As family caregivers play a growing role in providing care, their need for respite, or time off, is also growing. The purpose of respite is to give the caregiver a break in order to avoid burnout or crisis, to enable the caregiver to take care of necessary activities outside the home, and to support a

healthy relationship between the person receiving care and the caregiver. Respite can also provide a break for the person receiving care. As a service provider that helps special needs individuals grow, we have been asked by parents, other local organizations and FSI (Family Support Institute) if we have individuals that can provide respite services. We are having to turn down people as we just don't have enough workers that can help these families. But with providing this new project and program we feel that we could help these families get the care that they deserve. With creating a list of vetted individuals that our community of special needs service providers can access may reduce stress on family units. The creation of a respite program at Gateways would provide a place for special needs clients to go when there are no respite workers available.

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

No

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

Yes

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

If the program doesn't get this funding it will limit the amount of time that could be spent on this project. Which will impact how many individual clients we can provide respite workers for. We will be able to run a respite program in office for respite clients but would have to limit the intake by priority and needs.

6. Start date of the project: 1/9/2023 End date for the project: 7/7/2023

7. Please describe the key activities that will take place to complete the project and any associated timelines.

Hiring an individual on contract to facilitate the project Create a survey on what our special needs community needs, talking to other organizations (MCFD, CYSN, CFEC, Axis) and find out their needs and wants. Posting an ad of intent to find individuals that would be interested in becoming a respite worker and willing to be put on the list. Vetting all individuals that our placed on the list and making sure they have the right credentials and ability to take on respite work. (Example: Vulnerable children crime check, first aid certified and knowledge of special need care) Create a program that offers respite through Gateways Services for families that can't find a respite worker and need support.

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 and how will you determine if it was successful?


Measure and evaluate the project: *Will create a survey to be circulated in the special needs community to find out the needs for respite, the type of respite needed and the demand *Posting an ad of intent for respite workers *Create a criteria for qualifying as a respite worker *Outline what the respite program will


look like and implement the in house program *Report every month to the board of directors on how the program and project are evolving *Creating a final report that can be accessed by the community with a list of potential respite workers that have been vetted . Determine success: Ongoing feedback will be requested from parents of special needs children to ensure the Respite Program is an effective resource for them and their children. The program will be adjusted as needed. Twice a year Gateways will host a meeting of the service agencies consulted in the survey and parents involved in the delivery of the Respite Program for advice on possible improvements to the program.

I confirm: *

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


Date:

9/26/2022 


Signature: (President/Chairperson) 



Please attach minutes, list of Directors, and Financial Statements * 

File Name	
	Minutes,list of Directors,gateways financials .pdf 394.4 KB

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

File Name	
	CRD 2022 A final report for your last grant received (1).pdf 50.8 KB

If your organization charges user fees/memberships/admission, attach your current fee structure.

File Name



Rose Gold Elegant Pricelist Instagram Story (4).png
371.0 KB

Please provide a detailed financial budget for the project. *

File Name



CRD 2022-2023 detailed financial budget for the project.pdf
43.3 KB

Detailed financial budget for the Project Contractor costs

Contractor Fees:

\$20/hour, 14 hours per week = \$280 weekly

Per month = \$1,120

Project timeframe: 7 months

Total Cost: \$7,840

Contractor Responsibilities:

1. Setting goals for each phase of the project
2. create and implement the project and the in house program, specifically:
 - a. Create the survey questions and list of contacts to interview
 - b. networking the community,
 - c. creating a hire package for respite works,
 - d. Post an expression of interest for Respite Workers
 - e. creating the list of people who are qualified as respite workers from the interviews from the post of expression and post to community services.
3. Report to the Office Coordinator monthly, quarterly reports to Board of Directors
4. Assist Gateways staff to create an in-house Respite program that is affordable with respite rates

A final report for your last grant. Gateways Services for families with special needs society applied last year for the CRD grant for assistance. This is the final report for the 2022 submission.

Our goal for the last grant

- Develop the GO program and be able to fund 6 underfunded kiddos.
- Provide support and programming to 1 additional child with Autism
- Assist parents navigate the challenging mental health service system
- Use Online applications for services

2022 achievements and Growth

2022 has been a year of growth for Gateways Services. We have been able to run all of our GO programs. We have developed the GO (gate open) programs. The name "gate open" reflects the main value of our society and its Board of Directors. Gateways is an inclusive organisation. We continually strive to involve and serve as many children as we possibly can. The GO program helps non-funded neurodiverse children learn social skills through supervised community interaction and life skills centred around the local area and businesses.

1. We received a \$540 grant from the CRD..
2. This grant went to funding 1 unfunded child for 2 months of the GO afterschool program. It helped this child to be included into our social skills Friday group.
3. Gateways Services added 2 new autistic clients to our GO After School program.
4. Gateways has helped several families navigate the mental health system and funding streams . For example Jordans Principal, applying for respite through CYSN, and assisting parents with the applications for autism testing. With Covid being present for a good part of 2021-22 year gatewayServices used Zoom meeting for family navigation, TinyEYE for speech/OT therapy for a few of our clients and used the outdoors for some of our GO programs.
5. Developed the GO program and ran all 3 programs this year.

Our GO programs consist of 3 programs that were run this year

- GO It's SUMMER! program which runs 7 weeks 3 days a week over summer break we had 7 kids participate.
- GO After School! program that runs twice a week for 10 months of the school year. We had 5-6 kids participate over the 10 months
- GO Spring!, program runs the 2 weeks of spring break 3 days a week. We had 5 kids participate.

Gateways Services would like to thank the CRD for helping fund 1 of our underfunded clients from our community.



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STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY: GATEWAYS SERVICES FOR FAMILIES WITH SPECIAL NEEDS SOCIETY

Incorporation Number: S0073120
Business Number: 73582 8535 BC0001
Filed Date and Time: May 4, 2020 03:43 PM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address: 5161 PERKINS RD PO BOX 2302 100 MILE HOUSE BC V0K 2E0	Mailing Address: 5161 PERKINS RD PO BOX 2302 100 MILE HOUSE BC V0K 2E0
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DIRECTOR INFORMATION

Last Name, First Name Middle Name:
ARCHER, PEGGY

Delivery Address:
[REDACTED]

Last Name, First Name Middle Name:
COUSINS, MJ

Delivery Address:
[REDACTED]

Last Name, First Name Middle Name:
SIMS, ROLINE

Delivery Address:
[REDACTED]

Last Name, First Name Middle Name:
SINDELAR, MARCELA

Delivery Address:
[REDACTED]



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CONSTITUTION

BC Society - Societies Act

NAME OF SOCIETY: **GATEWAYS SERVICES FOR FAMILIES WITH SPECIAL NEEDS SOCIETY**

Incorporation Number: S0073120
Business Number: 73582 8535 BC0001
Filed Date and Time: May 4, 2020 03:43 PM Pacific Time

The name of the Society is GATEWAYS SERVICES FOR FAMILIES WITH SPECIAL NEEDS SOCIETY

The purposes of the Society are:

- TO ASSIST SPECIAL NEEDS FAMILIES
- TO PROVIDE EA SUPPORT, BI INTERVENTION, RESPITE SUPPORT, FACILITATE OT AND SP SUPPORT
- TO PROVIDE A NAVIGATOR TO HELP PARENTS THROUGH THE PROCESS OF DIAGNOSIS, FIRST STEP INTERVENTIONS, AND LONG TERM PLANNING.
- TO CREATE PROGRAMS TAILORED TO EACH CLIENT AND THEIR FAMILIES.
- PROVIDING GROUP PROGRAMS FOR SOCIAL SKILLS, DAILY LIFE SKILLS AND TEACHING INDEPENDENT LIVING.
- SERVICES FOR CHILDREN 6 TO 18 YEARS OF AGE



BRITISH
COLUMBIA

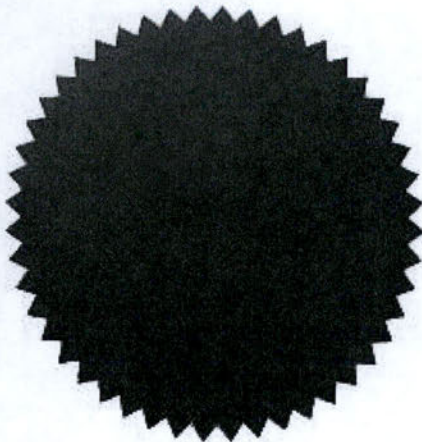
Number: S0073120

Societies Act
CERTIFICATE OF INCORPORATION

**GATEWAYS SERVICES FOR FAMILIES WITH SPECIAL NEEDS
SOCIETY**

I Hereby Certify that ~

GATEWAYS SERVICES FOR FAMILIES WITH SPECIAL NEEDS SOCIETY was
incorporated under the *Societies Act* on May 4, 2020 at 03:43 PM Pacific Time.



*Issued under my hand at
Victoria, British Columbia*

A handwritten signature in black ink, appearing to read "Carol Prest".

CAROL PREST

REGISTRAR OF COMPANIES
PROVINCE OF BRITISH COLUMBIA
CANADA

Gateways Services for Families with Special Needs

Annual General Meeting Minutes

August 11, 2021

5:00 pm on Zoom

- 1 Call to order: M-J Cousins called the inaugural meeting of the Gateways Services Society to order at 5:00 pm by Zoom.

In attendance: Peggy Archer, M-J Cousins, Roline Sims, Marcela Sindelar and Shauna Shupe

- 2 Approval of Agenda:

Moved that the agenda as presented be approved. CARRIED

- 3 Previous AGM Minutes

No previous minutes to review

- 4 Elections:

Directors standing for office in 2021-2022:

Peggy Archer
Roline Sims
M-J Cousins
Marcela Sindelar

Motion to accept the list of Directors: Moved by Roline Sims

Seconded by Peggy Archer CARRIED

- 5 Selection of Executive

Directors standing for 2 executive Positions:

- a.i Chair: M-J Cousins
- a.ii Treasurer: Peggy Archer

Motion to accept nominees for Executive positions:

Moved by Roline Sims

Seconded by Marcela Sindelar CARRIED

- 6 Selection of Office Coordinator

Motion to appoint Shauna Shupe as Office Coordinator

Moved by Peggy Archer

Seconded by Roline Sims CARRIED

It was agreed that the Office Coordinator provide an activity report monthly to the Executive.

7 Financial Report

7.a No financial statement to report as there has been no financial activity to date.

7.b Agreement to set up a Gateways Services for Families with Special Needs Society bank account with CIBC in 100 Mile House. Signing procedure discussed. Peggy Archer will contact Lori Jensen at the bank to arrange for Directors to sign all documents required.

7.c Two Account signatories needed.

Motion to appoint Shauna Shupe, Office Coordinator and Peggy Archer, Treasurer as Gateways bank account signatories.

Moved: M-J Cousins

Seconded: Roline Sims CARRIED

8 Board Meeting Schedule 2021-2022

It was agreed that the Board meet 4 times per year. The next Board meeting will be held in January 2022. At that time the year end financial statement will be provided to Directors and dates for the next three meetings will be set.

9 Office Lease

Gateways has an opportunity to lease office space at #6 – 530 Horse Lake Road, 100 Mile House. The mailing address will remain
PO Box 2302, 5161 Perkins Road, 100 Mile House BC V0K 2E0.

10 Other Business

No other business to be discussed

11 Adjournment:

M-J Cousins thanks all participants for attending. Meeting adjourned at 5:35 pm

Board Of Directors Information For Gateways Services for Families with Special Needs Society

M-J Cousins	Chair
Peggy Archer	treasurer
Roline Sims	Member
Marcela Sindelar	Member

Incorporation Number: S0073120

Business Number: 73582 8535 BC0001

Cash Flow

Gateways Services For Families With Special Needs

Date Range: Jan 01, 2022 to Sep 20, 2022



CASH INFLOW AND OUTFLOW

Jan 01, 2022
to Sep 20, 2022

Operating Activities

Sales	\$26,205.00
Purchases	-\$21,444.56
Sales Taxes	-\$270.54
Net Cash from Operating Activities	\$4,489.90

Investing Activities

Net Cash from Investing Activities	\$0.00
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Financing Activities

Owners and Shareholders	\$1,115.65
Net Cash from Financing Activities	\$1,115.65

OVERVIEW

Starting Balance	\$1,362.69 As of 2022-01-01
Gross Cash Inflow	\$27,320.65
Gross Cash Outflow	\$21,715.10
Net Cash Change	\$5,605.55
Ending Balance	\$6,968.24 As of 2022-09-20

Gateways Services For Families With Special Needs Price List

Gateways Access and Navigation

\$40/month \$240 for 6/mth \$480/yr

for access to the office when open for all clients. (this fee is already in program cost. It will be added to contract work)

Parent Navigation

\$20 more as we are doing paperwork, letter of observation and data collecting, helping set up and attending meetings.

Programs

\$35/hr for Individual programs, 1 on 1 support

\$500/mth Group program 3.5hr every week adding 3 hours extra for a Friday Pro D Day

\$120 for 6hr Pro D Days if not in a group program

\$20/hr Contract EA for homeschool or tutoring afterschool

TBA Respite in office care

\$25/hr for clients that are in our respite program, will provide a respite signed form.

gatewaysservices2021@gmail.com