



ANNUAL INTAKE GRANT FOR ASSISTANCE APPLICATION

SOUTH CARIBOO (Electoral Areas G, H, AND L) and DISTRICT OF 100 MILE HOUSE

On an annual basis, **Electoral Areas G, H, and L** of the **Cariboo Regional District (CRD)** and the **District of 100 Mile House** jointly provide Grants for Assistance to local **non-profit organizations** for projects, activities and events that strengthen and enhance the wellbeing of the community, promote volunteerism and support the goals and priorities of the CRD and the District.

Applications may be submitted to the **Cariboo Regional District** via mail or by hand at Suite D, 180 North Third Ave., Williams Lake, BC V2G 2A4 or by hand to Unit 3 – 170 Cedar Avenue 100 Mile House; facsimile at 250-392-2812; or via email at mailbox@cariboord.ca

Applications may also be submitted to the **District of 100 Mile House** via mail to PO Box 340, 100 Mile House, BC V0K 2E0 or by hand to #1-385 Birch Avenue, 100 Mile House, BC; facsimile at 250-395-1232; or email at district@100milehouse.com

THE DEADLINE FOR APPLICATIONS IS OCTOBER 2ND, 2023.

Before submitting your application, please ensure you have included all required documentation.

- ☒ Completed and signed application form
- ☒ Minutes of last Annual General Meeting
- ☒ List of current Directors
- ☐ Most current financial statements
- ☒ Required report for previous Grant for Assistance (if applicable and not already submitted. If unsure, please contact us. The report should contain the following information:
 - How the funds were utilized;
 - The success of the project or event;
 - The way the CRD was publicly recognized for providing funding.
- ☒ Budget for project you are requesting funds

minutes from our September 14th (first meeting) attached.

If you have any questions, please contact the Cariboo Regional District or District of 100 Mile House.



District of 100 Mile House



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

Organization Information:

| | | |
|--|--|-------------------|
| Name of Organization: | PSO Parent Dry Grad Committee | |
| Mailing Address: | Peter Skene Ogden Secondary School P.O. Box 910, 100 Mile House, BC, V0K 2E0 | |
| Physical Address: | 200 7 Street, 100 Mile House, BC, V0K 2E0 | |
| Telephone (office): | 250-395-2461 | email (office): |
| Purpose of Organization: | To raise funds for and plan a safe, inclusive graduation event for the current graduating class. | |
| What community(ies) does the organization serve? | District of 100 mile House & surrounding South Cariboo. | |
| How long has the organization operated in the community? | 5+ years | |
| BC Society Registration Number: (if applicable) | N/A | |
| Federal Charitable Registration Number: (if applicable) | N/A | |
| Chairperson's name: | Kristy Gosselin | |
| Telephone: | [REDACTED] | email: [REDACTED] |
| Treasurer or Financial Officer's name: | Clare Fast | |
| Telephone: | [REDACTED] | email: [REDACTED] |

Date of your last AGM:

Previous Grant from CRD (if applicable): \$ District - \$500
CRD \$1500

Current Grant Request: \$ 2000.00

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



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

Project Information:

Brief description of proposed use of grant:

Grant money will be used to supplement our own fundraising and to reduce the amount individuals and families will be required to pay to attend the dinner/dance and entertainment booked.

How do you know there is a need for this project/event in your community?

Previous years have shown this event to reduce unsupervised after parties. It gives our graduating youth a safe inclusive opportunity to celebrate their accomplishment.

Start date of the project:

Now - June 2024

End date for the project:

June 2024 (Actual event date TBD)
(Actual fundraising and expenses commence immediately.)

Describe the key activities and timelines to complete the project

Fundraising events to be held Oct. 2023 - June 2024. Deposits for venues and entertainment, etc begin December. Majority of expenses (decorations, food, gifts, final payments) are in April/May.

How will you determine if the project/event is successful?

If we are able to raise the funds needed so that the grads have a night that they enjoy and remember - without having grad fees that are too high for all to enjoy.

Does your organization have sustainable funding? Please explain.

Is your organization applying for funds from other sources for this project/event? If yes, what other organization(s)? How much? \$

We will be approaching local businesses and organizations, in a soft-solicit approach, to request donations, as well as fundraising on our own.



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

Describe the impact of this application being denied or approval of an amount less than requested.

Will you be able to complete the project/event if you do not receive the funds applied for?

Yes we will have some kind of event regardless of the donor participation. If it is denied, we would just have that much more pressure on fundraising. The funding could be passed to

Does your organization charge user fees/membership/admission? If yes, attach your current fee structure.

N/A

Students, which could restrict some to participate.

Does your organization receive any other support(s) from the CRD? Yes ☒ No ☐
(i.e. financial support, rental subsidies, contribution agreements, tax exemption, use of CRD-owned facility)

If yes, what support(s) and how much?

We apply to use Centennial Park for the actual day of the event.

How will you recognize the CRD's contribution to your organization?

CRD + District will be mentioned on the program and in a year-end newspaper ad.

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

[Redacted Signature]

President/Chairperson

Sept. 21/23

Date

MINUTES: PSO 2024 Grad Committee
September 14, 2023

Attendees: Kristy Gosselin, Clare Fast, Laurie Findlay, Justin Guimond, Liam Guimond, Liz Guimond, Shayla Edlund, Amber Gilbert, Kaylee Gilbert, Irene Meili, Floria Meili, Kelly Maitland, Brynn Maitland, Kelly Kelsey

Chaired by Laurie Findlay
Call to order at 6:00 pm

Treasurer's Report:

Review financial report.

Report attached.

New Business:

Go over timelines, important dates and ideas for fundraising. Nothing set in stone. Main agenda of the meeting is to elect a new committee.

Elections:

Chair

Kristy Gosselin
No further nominations
All in favor

Vice-Chair

Clare Fast
No further nominations
All in favor

Treasurer

Clare Fast
No further nominations
All in favor

Secretary

Liz Guimond
No further nominations
All in favor

All above named members will be added as signing authorities on the bank account, number 499483, held at Williams Lake and District Credit Union.

Kristy to draft a letter of direction to the bank to change over signing authorities.

Next meeting will be October 4, 2023 at 6:00 pm.
Meeting adjourned at 7:30 pm.

Dry Grad 2024 Budget (preliminary) based on Dry Grad Budget (Preliminary) from 2023

Income

| | Projected |
|-------------------------------|---------------------------|
| Prom Fees | |
| 80 X \$70 Grads | \$5,600.00 |
| 40 X \$50 Dates | \$2,000.00 |
| Raffle | \$9,000.00 |
| Grants | \$2,000.00 |
| Bottle Drive | \$2,500.00 |
| Jail & Bail | \$6,000.00 |
| Haunted House | \$1,500.00 |
| Hockey Game | \$2,000.00 |
| Winter Crafts Fair Concession | \$ 400.00 |
| Donations | \$2,500.00 |
| Other | \$ 500.00 |
| Total Income | <u>\$34,000.00</u> |

Expenses

| | Projected |
|---------------------------|---------------------------|
| Food & Beverage | \$6,000.00 |
| Photographer | \$2,800.00 |
| DJ | \$1,600.00 |
| Indoor Activities | \$4,000.00 |
| Outdoor Activities | \$1,500.00 |
| Park Décor & Decoration | \$2,000.00 |
| School Décor & Decoration | \$2,000.00 |
| Fireworks | \$1,000.00 |
| Swag Bags | \$4,000.00 |
| Prizes | \$3,500.00 |
| Insurance | \$ 500.00 |
| Add'l Fees / Labour | \$ 500.00 |
| Volunteer / Parent Incent | \$ 500.00 |
| Gaming License (Raffle) | \$ 200.00 |
| Total Expenses | <u>\$30,100.00</u> |

Actual Dry Grad Budget from 2023

Income

| | Projected |
|-----------------------|-----------------|
| Prom Fees | |
| 67 X \$70 Grads | \$4,690.00 |
| 21 X \$50 Dates | \$1,050.00 |
| Grants (District/CRD) | \$2,000.00 |
| Bottle Drive | \$1,331.04 |
| Jail & Bail | \$9,425.25 |
| Haunted House | \$1,525.87 |
| Hockey Game | \$7,038.80 |
| Gold Trail Recycling | \$ 683.10 |
| Donations | \$2,111.70 |
| Outhouse Race | \$ 500.00 |
| BC Liquor Store | \$ 942.00 |
| Total Income | \$31,297.76 |

Expenses

| | Projected |
|----------------------------------|-----------------|
| Food & Beverage | \$3,237.77 |
| Photographer | \$2,093.20 |
| DJ | \$1,595.00 |
| Games Fun Zone | \$2,404.50 |
| Mechanical Bull | \$1,900.00 |
| Park Deposit & Decoration/Rental | \$3,139.12 |
| School Décor & Decoration/Rental | \$1,828.84 |
| Heritage Signworks | \$ 235.20 |
| Swag Bags | \$3,995.99 |
| Prizes | \$2,823.08 |
| Insurance | \$ 750.00 |
| Krispy Kreme Fundraiser | \$1086.25 |
| Kristin (Fundraiser cost) | \$ 184.14 |
| Gwen (Jail and Bail Fundraiser) | \$ 396.98 |
| Gaming License (Raffle) | \$ 131.50 |
| Total Expenses | \$25,801.57 |

Current directors for PSO Dry Grad Committee of 2024

President/Chairperson: Kristi Gosselin

Vice-President/Chair: Shayla Edlund

Secretary: Elizabeth Guimond

Treasurer: Clare Fast

I don't have a final report from the previous grad class. The CRD/District was publicly recognized for providing funding in the local newspaper, on the radio, and during an announcement at prom. The funds were utilized to help the Dry Grad of 2023 to be a big success. There were a lot of costs like decorations, entertainment, insurance, music, food, etc so this grant helped to alleviate some of these costs to make the grad a huge success and enjoyable for all those involved!