

Grant for Assistance Joint Application



Organization Information Sheet

Name of Organization: South Cariboo Community Enhancement Foundation
Mailing Address: #1 -241 Birch Avenue PO Box 2169 100 Mile House BC V0K 2E0
Telephone (office): 250-395-1010
Purpose of Organization (From Constitution or Incorporation Documents): The SCCEF was initiated by the CRD & the District of 100 Mile House, primarily by then CRD director Bruce Rattray, who recognized the need to increase support for non-profit organizations in the South Cariboo. We exist to improve the quality of life in the South Cariboo community. We achieve this goal through community service initiatives, distributing grants and managing and investing endowments and donations.
How long has the organization operated in the community? Since 2012
BC Society Registration Number: S-0060244
Federal Charitable Registration Number: (if applicable) N/A
Chairperson's name: Doug Dent
Telephone: [REDACTED]
Treasurer or Financial Officer's name: Judy Simkins
Telephone: [REDACTED]

Date of last Annual General Meeting (Attach minutes and current list of Directors):
November 2, 2022 (see attached minutes and current list of directors)

Attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.) **Attached.**

Previous Year Grant from CRD and District (if applicable): \$ _____

NOTE: A Final Report for previous year's grant MUST be included with this submission.

Current Grant Amount Requested: \$ 1,500.00

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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?

The organization is planning a number of activities to achieve an ongoing annual source of funding for its marketing activities. These include:

- Soliciting sponsorships from businesses in the South Cariboo
- Developing partnerships for in kind donation of marketing expenses
- Securing additional endowments and funding which will allow for a marketing allocation to the SCCEF

Our research has indicated organizations like ourselves fund marketing and other costs with a percentage of the endowment fund and/or grants given. However, our endowment funds are not allowed for any use other than grants.

2. If your organization charges user fees/memberships/admission, attach your current fee structure: N/A

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

The mission of the SCCEF is to support, promote, advance and encourage all community members of the South Cariboo. This is accomplished in the following ways:

- Education by establishing scholarship funds and providing funds for specific education endeavours
- Community Support by providing programs that directly benefit the needy and assist in alleviating human suffering and poverty
- Sports by encouraging amateur sports and recreation in our community
- Arts and Culture activities by supporting all forms of art and culture
- Preservation by promoting the preservation of lands and buildings or historical or environmental value as well as protection of the environment through hands-on projects as well as through courses and seminars directed at educating the public.
- Goals in 2023 involve more marketing, and development and strengthening of the administration and documentation of the foundation to add to our credibility and professionalism.

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

The South Cariboo Community Enhancement Foundation serves children, youth, families and seniors living in the South Cariboo. Annually the endowment now provides approximately \$25,000 in funding. (Lower interest rates make returns lower.) SCCEF follows a rigorous application and review process to ensure that funding is granted to projects meeting the objectives of the Foundation as outlined in its Constitution and Bylaws.

The SCCEF also looks to partner with other granting agencies to leverage and increase grant funding to our community.

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Since 2018, the interest generated from the endowment fund has allowed SCCEF to provide grants to the following organizations:

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- Special Olympics \$2500 – Ski Program
- 100 Mile Community Club \$8500 – purchase and installation of industrial dishwasher
- Cariboo Chilcotin Partners for Literacy \$2500 – Kindergym
- Timothy Lake Community Association \$15000 – 3-year project for a boat launch and picnic area for the public and emergency services
- 100 Mile House White Cane Association – \$4500 to support annual services.
- Cariboo Pioneer Centre \$2500 – to support programming. An additional \$2500 was provided by United Way to support COVID 19 projects
- Stemete7uy'i Friendship Centre (2019 and 2020) – \$2,500 for First Nations programming and \$5000 to fund operational and COVID 19 costs
- Lone Butte Historical Association – \$4500 to support operational and COVID 19 costs.
- Cariboo Family Enrichment Centre – Gender Equality programming. \$5,000 An additional \$5,000 was provided by Community Foundations of Canada with whom SCCEF partnered as a matching grantor
- Stemete7uy'i Friendship Centre (2021 to 2023) – \$30,000 for the project of relocating out of a church and on to Birch Avenue.
- Peter Skene Ogden – bursaries of \$1,000 each for 2022 and 2023
- 100 Mile & District Historical Society – \$5,000 for safety improvements
- Bridge Lake Fair – \$2,500, supporting 2022 funding shortfall due to Covid
- Wranglers – \$5,000 project to support increasing travel costs
- Quilts For Survivors – \$2,500 to fund supplies for quilts for residential school survivors' project
- 100 Mile House Food Bank – \$4,000 to fund their fresh produce project due to rising costs.
- Lone Butte Frozen Meal Program – \$2,500 to fund increased food costs for volunteer frozen meal project for seniors
- 100 Mile & District Hospital Auxiliary – \$2,500 to fund additional seating for emergency and laboratory patients.

The South Cariboo Community Enhancement Foundation has partnered with the Prince George Community Foundation, United Way Thompson Nicola and Community Foundations of Canada to bring \$62,500 funding to the South Cariboo. In 2018 we also received \$5,000 Federal funding which was awarded by us to:

- Cariboo Chilcotin Partners for Literacy \$2500 – Story Walk Program
- Cariboo Family Enrichment Centre \$2,500 – Relate Parenting Program (for parents of teenagers)

In 2023 the partnership with Prince George Community Foundation provided:

- \$15,000 to the Cariboo Family Enrichment Centre to update their technology, and
- \$32,000 to the Canadian Mental Health Association.

5. Does your organization receive a rental subsidy from the CRD and/or District? Yes No
If yes, how much? \$ _____
6. Does your organization receive any benefit from permissive tax exemption? Yes No
If yes, how much? (information available from District Tax Department) \$ _____

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7. Does your organization use CRD or District owned facilities? Yes No
If so, which ones? _____

8. How will you indicate that the CRD and District are contributing to your organization?
We have recognized and will continue to recognize and thank the CRD and 100 Mile House and District (and NDTI) in all marketing, advertising and promotional materials including:

- SCCEF website
- SCCEF advertisements of granting opportunities
- SCCEF announcements and granting events
- Presentation speeches when awarding grants
- All media stories related to grants given by the SCCEF



Project Summary Sheet

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

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

This project requests funding of \$1500 to cover marketing costs related to the operation of the South Cariboo Community Enhancement Foundation. The eight members of Board of the Foundation annually give an estimated 400 hours of their time to support the work of the Foundation. To establish a permanent presence in the South Cariboo, promote granting opportunities, develop partnerships and attract new endowments, and funding the SCCEF needs marketing resources including:

- Website subscription and ongoing updating and maintenance
- Advertisements
- Marketing Material
- Promotional events

The original agreement between the NDIT, DHM and CRD requires endowment returns to be limited to grants only, and we have no means to cover these marketing costs.

The grant for assistance will allow the SCCEF to encourage funding opportunities for organizations in the South Cariboo to contribute to the health and well being of our residents.

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

The South Cariboo requires an active and robust Foundation to help nonprofit organizations meet the needs of vulnerable individuals in the South Cariboo as well as to enhance recreational, cultural and community events.

The need for the South Cariboo Community Enhancement Foundation is evident by the number of organizations that have applied for funding and those that also apply for funding through the Grants for Assistance program. Community and non-profit organizations are still recovering from the COVID 19 epidemic which had reduced and eliminated many of their fundraising events.

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

No. We have made inquiries about how to fund the marketing and admin side of our responsibilities since we are unable to draw from the endowment returns. We have not had any success.

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

The SCCEF will be limited in its ability to promote and enhance funding opportunities for the South Cariboo if we do not have a source of marketing funds to support our work.

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

The SCCEF will be limited in its ability to promote and enhance funding opportunities for the South Cariboo if we do not have a source of marketing funds to support our work.

6. Start date of the project: September 1, 2023

End date for the project: September 1, 2024

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

The following activities are planned for the year:

- Website subscription: Hosting and domain name costs, updates

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- Advertisement in the Free Press (4 times a year and 2 supplements)
- SCCEF marketing material

8. Please provide a detailed financial budget for the project.

Promotion and Advertising	\$ *500.00
Office expenses	\$ 250.00
Website costs: hosting, domain name, updates	\$ 300.00
Semi-annual events and miscellaneous office expenses	\$ 450.00
Total	\$ 2,000.00

*Of an actual \$1,000 cost for Promotion and Advertising, \$500 will be "in kind" donation.
An estimated "in kind" value of the volunteer board work is \$8,500.

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?

We will measure the impact of this project through the additional awareness of the SCCEF, additional requests for funding from community groups, new endowments and grants to the Foundation and recruitment of new Board members.

We will evaluate the impact of the SCCEF through the final reports submitted by all grant recipients. These reports show the impact that the SCCEF grants are having on the health and well being of South Cariboo residents. Most of the projects funded by the SCCEF continue long after the grant and have lasting positive impacts on the South Cariboo.

We will know that we have been successful when the Foundation is able to increase the annual grant funding provided to the South Cariboo.

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

[Redacted signature area]

President/Chairperson
(signed by Vice Chair)

The following pages attached are 2022 AGM minutes, including a list of current directors, plus financial statements.

Annual General Meeting

Date: November 02, 2022
Time: 6:00 p.m.
Place: Zoom Meet



MINUTES of an Annual General Meeting of Members of South Cariboo Community Enhancement Foundation (the "Society") held via Zoom video conference on the 2nd day of November, 2022.

PRESENT

Douglas E. Dent
Laura Dewar
Barb Brown
Bruce Madu

Lisa De Paoli
Judith E.V. Simkins
Madeleine Newman
Martina Dopf

Douglas E. Dent acted as Chair of the Meeting and Madeleine Newman as Secretary of the Meeting.

The Secretary reported that all members had received notice of this meeting.

A quorum being present, the Chair declared the meeting to be properly constituted.

UPON MOTION DULY MOVED AND SECONDED, IT WAS RESOLVED THAT:

the financial statement be approved and accepted by the members and filed in the Society's Corporate Minute Book, and that the Annual Report submitted to the meeting be adopted and that the Annual Report be filed with the Registrar of Companies pursuant to the *Society Act*.

DIRECTORS

WHEREAS the designation, election and appointment of directors shall be in accordance with the by-laws of the Society.

UPON MOTION DULY MOVED AND SECONDED, IT WAS RESOLVED THAT

Doug Dent be re-elected/elected to the office of President;
Lisa De Paoli be re-elected/elected to the office of Vice President;
Madeleine Newman be re-elected/elected to the office of Secretary;
Judith Simkins be re-elected/elected to the office of Treasurer;
Martina Dopf be re-elected/elected to the office of director;
Laura Dewar be re-elected/elected to the office of director;
Bruce Madu be re-elected/elected to the office of director; and
Barbara Brown be re-elected/elected to the office of director;

RESOLVED

THAT the **resignations of the following directors be accepted** (*add names as necessary and attach list if insufficient space*):

Last Name	Given Name

Annual General Meeting

Date: November 02, 2022
Time: 6:00 p.m.
Place: Zoom Meet



UPON MOTION DULY MOVED AND SECONDED, IT WAS RESOLVED THAT

the following person(s) be appointed as directors for the current year:

Last Name	Given Name	Address

UPON MOTION DULY MOVED AND SECONDED, IT WAS RESOLVED THAT

All the Directors of the Society are as follows


Last Name	Given Name	Address
Dent	Doug	
De Paoli	Lisa	
Dewar	Dewar	
Dopf	Martina	
Simkins	Judy	
Newman	Madeleine	
Madu	Bruce	
Brown	Barbara	

UPON MOTION DULY MOVED AND SECONDED, IT WAS RESOLVED THAT

All acts, proceedings, appointments and payments made by the directors since the last general meeting be and the same are hereby approved.

There being no further business, the meeting then terminated.

The undersigned confirm the foregoing to be an accurate record of the proceedings.


Douglas E. Dent, Chair (Signed by Vice Chair)


Madeleine Newman, Secretary

	2023 Yr End	2023 Q4 06, 07, 08	2023 Q3 03, 04, 05	2023 Q2 12, 01, 02	2023 Q1 09, 10, 11
Beginning Balance		488,705.34	482,860.33	480,781.62	469,293.40
Receipts					
Change in Unrealized Gains-PGCF			(11,669.31)	(1,484.08)	14,462.50
Realized income Scotia-PGCF			3,688.26	4,938.78	3,097.95
Contributions					
Total Receipts (4:6)	0.00	0.00	(7,981.05)	3,454.70	17,560.45
Distributions					
Admin Fee Expense			1,376.06	1,375.99	1,322.23
Grants			12,450.00		4,750.00
Total Distributions	0.00	0.00	13,826.06	1,375.99	6,072.23
Ending Balance (3+8+13)	0.00	488,705.34	488,705.34	482,860.33	480,781.62
Activity Detail					
Admin Fee (1.15%)			(462.71)	(465.78)	(446.67)
Change in Unrealized Gains-PGCF			(4,302.98)	(18,945.19)	(17,097.81)
Realized Gains			3,318.66	2,229.52	1,889.55
Admin Fee (1.15%)			(455.21)	(444.98)	(430.78)
Change in Unrealized Gains-PGCF			7,193.76	21,665.81	14,582.61
Realized Gains			(587.92)	710.57	319.33
Admin Fee (1.15%)			(458.14)	(465.23)	(444.78)
Change in Unrealized Gains-PGCF			(14,560.09)	(4,204.70)	16,977.70
Realized Gains				1,998.69	889.07
Change in Unrealized Gains-PGCF					
Realized Gains			957.52		
Admin Fee (1.15%)					
Grants			(4,500.00)		(4,500.00)
Grants			(2,250.00)		(250.00)
Grants			(1,000.00)		
Grants			(200.00)		
Grants			(2,250.00)		
Grants			(2,250.00)		
Ending Balance (3+18:35)	0.00	488,705.34	461,053.22	482,860.33	480,781.62
Total Balances	0.00				
Capital	0.00		(27,652.12)		
Add to Capital	0.00				
Stability Funds	0.00				
Stability Fund Adjustment	0.00				
Income Realized	0.00				
Income Unrealized	0.00				
Minus Admin Fees	0.00				
Grants	0.00				
Remainder for Grants	0.00				
	0.00				
CARRY FORWARD (?)	0.00	488,705.34	488,705.34	482,860.33	480,781.62

	2022 Yr End	2022 Q4 06, 07, 08	2022 Q3 03, 04, 05	2022 Q2 12, 01, 02	2022 Q1 09, 10, 11
	512,138.57	495,654.96	511,152.26	502,629.17	
	(33,451.47)	(16,560.07)	(14,687.72)	5,879.98	
	23,652.63	5,640.14	6,649.04	5,400.96	
	2,800.00	0.00	0.00	2,800.00	
	(6,998.84)	(10,919.93)	(8,038.68)	14,080.94	0.00
	5,796.33	1,391.63	1,458.62	984.91	0.00
	30,050.00	14,050.00	6,000.00	0.00	0.00
	35,846.33	15,441.63	7,458.62	984.91	0.00
	540,986.06	469,293.40	495,654.96	515,725.20	0.00
		(474.24)	(489.97)	(483.94)	
		(25,680.71)	3,826.21	15,140.57	
		1,776.58	4,821.17	2,705.48	
		(452.25)	492.35	(500.97)	
		17,174.53	(16,546.62)	(9,260.59)	
		2,700.18	(38.15)	2,695.48	
		(465.14)	(476.30)		
		(8,053.89)	(1,967.51)		
		1,163.38	(1,866.02)	0.00	
				2,500.00	
				300.00	
		(2,500.00)	(5,000.00)		
		(1,800.00)	(1,000.00)		
		(10,000.00)			
		483,343.40	498,907.42	512,925.20	0.00
	402,800.00				
	42,294.00				
	24,199.40				