



# Grant for Assistance Application – Central Cariboo

## Organization Information:

|   |                               |
|---|-------------------------------|
| Name of Organization:<br>Social Planning Council of Williams Lake and Area  |                               |
| Mailing Address:<br>266 Oliver Street, Williams Lake BC V2G 1M1   |                               |
| Physical Address:   |                               |
| Telephone (office):<br>[REDACTED]   | email (office):<br>[REDACTED] |
| Purpose of Organization:<br>Social Planning Council exists to build and strengthen community. We focus on how the larger social, economic, political, and cultural forces in society impact individuals, families, and communities. We are committed to increasing the well-being of residents in Williams Lake and area by increasing the number of positive social developments and projects, that make living conditions better for all people. The SPC is also a facilitative forum to share information, programs, projects, and issues and connections between agencies, municipal government, and citizens. Our Mandate is to inform, recognize and celebrate social developments in Williams Lake and area. |                               |
| What community(ies) does the organization serve?<br>Williams Lake and surrounding areas   |                               |
| How long has the organization operated in the community?<br>29 years  |                               |
| BC Society Registration Number: (if applicable)<br>S0033648   |                               |
| Federal Charitable Registration Number: (if applicable)   |                               |
| Chairperson's name:<br>Larry Stranberg  |                               |
| Telephone:<br>250-392-3626  | email:<br>[REDACTED]          |
| Treasurer or Financial Officer's name:<br>Lindsay Sidor   |                               |
| Telephone:<br>[REDACTED]  | email:<br>[REDACTED]          |

Date of your last AGM: November 28, 2022

Previous Grant from CRD (if applicable): \$ \_\_\_\_\_

Current Grant Request: \$20,000 \_\_\_\_\_

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



## Grant for Assistance Application – Central Cariboo

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### Project Information:

Brief description of proposed use of grant:

The project will focus on the following components:

- Social infrastructure Connectivity mapping – built environment plus programs and services, and a gap analysis using a variety of lenses (ie. Poverty reduction). With the Asset map that has already been built by the CWL Health & Wellness team which shows what is currently existing, the SPC will take the next step in linking the other agencies, identifying the gaps in services and being a connector to remove the silos which means more team support for people working together and less burnout in all agencies. The Connectivity map between agencies will clearly define what people’s roles are and build capacity. This means further support to individuals who need multiple agencies to work together. We can’t reduce poverty if we are not all working together.
- In addition to the Connectivity Mapping the SPC will conduct a Non-Profit Equity & Diversity scan to identify the needs of Non-Profit Organizations in the community (Community, Business, and Government).
- Membership engagement – engaging with members and non-member community service organizations for the stakeholder engagement will also be an opportunity for exploring the relationship with members and how best SPC can support them and their needs within the context and role of social planning and the social landscape of the community. The SPC will host Connectivity mapping workshops that will connect agencies to better understand what each agency has. Everyone gets a turn to talk and identify what are their strengths, the gaps and most importantly ways they can work together to ensure citizens are able to access the resources they need.
- Facilitated engagement with local government regarding the role of local government in social development, exploration of the approach other communities of similar size have taken, social planning models, and opportunities for partnership between the local government and the SPC.\*\*
- Communications strategy and planning – internal as well as public awareness and anti-stigma related to social issues such as poverty reduction.

\*\*Recommended Reading: [10 Ways Local Government Can Propel Positive Change Guide, Tamarack Institute](#)



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

The changes brought by the fires, floods & pandemic have affected the community in a wide variety of ways, and the impacts on social issues continue to be felt across the community, member organizations and the SPC as a whole. Additionally, local governments are grappling with their role in responding to social issues, with both the community and provincial government putting increased pressure on them to respond. This expectation increased substantially during pandemic. The needs have grown, and they are not going away. This is a time to explore the role of the city in addressing social development and planning. One of the important roles of a social planning organization is to understand the social infrastructure of the community, this includes building upon assets, connecting outlying programs and services, and being attuned to identifying gaps and needs for future sustainability. We know that this landscape has changed over the pandemic, and that different needs have arisen as a result.

As well, a membership review with a view toward how to best support the membership strategically while addressing the broader social development and social planning needs of the community is important in the context of this new reality and changing community needs. To maintain and build organizational capacity, the current organizational structure of contracted staff for 'just in time' project approaches would benefit from a review to determine whether it meets current and future capacity needs. During the pandemic, SPC struggled to attract and retain staff for key positions. It is worth considering whether there might be an opportunity in the above discussions to build an organizational structure that is more resilient to the ebb and flow of funding and other opportunities to grow the role of social planning and development in the community. When you are project funded you can only focus on projects, however social development and social planning require a more holistic approach to understanding social issues and social impact in the community. Having organizational sustainability allows you to connect those issues to each other and understand how they are affecting each other. It is about partly growing the role and about moving away from a siloed approach where you are working on food security over here, homelessness and poverty reduction over there. All these things are connected and that's what social planning and social development is all about, it is about connecting those pieces and not having the silos.

Start date of the project:

March 2024

End date for the project:

June 2025

Describe the key activities and timelines to complete the project.

Phase one: Prepare detailed workplan and framework for the connectivity mapping; Develop a communications and engagement framework to guide the project approach with stakeholders. Connectivity mapping process and member needs assessment, including data collection from existing sources (CWL Asset Mapping) including questionnaires and interviews with key stakeholders and service users.



## Grant for Assistance Application – Central Cariboo

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Phase two: Review social planning approaches taken by similar size local governments. Facilitated discussions with local governments and SPC to explore a more sustainable model for social planning in Williams Lake and areas. Based on the learnings from above, review the SPC project activities, priorities and organizational development, policy documents, and partnership agreements. Gain board approval for direction setting and policy. Review and update communications strategy to reflect organizational capacity, plans and directions moving forward.

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

### Project Results:

At the completion of the project, Social Planning Council will have a more comprehensive understanding of the existing social infrastructure and connectivity in Williams Lake, identify the current gaps (particularly for those living in poverty). There will be a renewed, stronger, more sustainable relationship with SPC members, the CWL, and other local governments to support a sustainable social planning function and structure. The Social Planning Council will have a plan in place for increased certainty about a path forward for a more sustainable organization and will have the tools to implement that plan.

### Mission/Mandate:

Building a sustainable future for the Social Planning Council directly impacts our ability to deliver our mandate. This is an opportunity to strengthen the organizational structure for long term resilience and sustainability. The pandemic affected the community in a wide variety of ways and impacts on social issues continue to be felt in community, member organizations and the SPC as a whole. We need to build an organizational sustainability plan based on the new reality and needs of our community, and a renewed structure that can support that work.

Does your organization have sustainable funding? Please explain.

No, our organization does not have sustainable funding, as described in the grant application the Social Planning Council of Williams Lake and area's number one goal is to secure resources to develop a long term organizational resilience and sustainability plan. The organization realizes that they cannot continue our ability to deliver our mandate and do the important work they do without a sustainable plan and funding in place.

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

We are actively seeking the funding from:

Local Governments: Municipal and Cariboo Regional District

Grants: Provincial / Federal and other granting streams

Corporate & community organizations



## Grant for Assistance Application – Central Cariboo

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?

The Social Planning Council has worked with the city on many projects over the 29 years they have been in existence, recently the Pandemic Recovery Project, Childcare Needs Assessment, and the Poverty Reduction Strategy. If the SPC does not have ongoing sustainability to be a community partner this could leave the CWL in a position of having to do the work on their own. The organizational sustainability of SPC is what allows us to be a strong partner in projects, assessments, and strategies. It will enable the organization to have the capacity to have staff be available to do the work. If SPC does not have some sustainable level, we will just cease to be available as a partner leaving the city to do all this important work. This project will provide clarity for local government about their role in social development and their role in responding to social issues in the community. The SPC has a strong and growing membership consisting of NPO's, Institutions, and government. This year we have extended our membership to include corporations and businesses as we know that Economic Development and Social Development when working cohesively together communities will grow and thrive better together!

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

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?

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

The SPC will acknowledge the CRD as a strong partner and supporter by way of acknowledgement in:

- The CRD will be recognized as a strong supporter/partner in all community and corporate presentations the SPC conducts.
- The CRD will be recognized as a strong partner on the SPC Website and CRD logo will be proudly displayed in the bi-monthly SPC Newsletters.
- The CRD will be recognized as a strong supporter and Champion in all marketing and advertising for the Poverty reduction and awareness campaign.
- The CRD's logo will be displayed on the anti-stigma video series.
- The CRD's logo will be featured as a major sponsor in all advertising used in the Thrive poverty Education and Awareness campaign.

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

\_\_\_\_\_

**President/Chairperson**

SEPT. 27/23  
\_\_\_\_\_

**Date**

## SPC Grant for Assistance Application - Budget

|  | Description  | Amount        |
|--|--|---------------|
| Project staff Wages & Project management Costs     | Project Coordinator<br>$\$35 \times 20 \text{ hrs/wk} \times 60 \text{ weeks}$<br>Project Management<br>$\$50 \times 4 \text{ hrs /wk} \times 60 \text{ weeks}$                            | 54,000        |
| Contractors - Fees for Professional Services       | Connectivity Mapping Support,<br>Research development<br>Facilitated workshop with the CWL &<br>CRD to explore the role of local<br>government in social development and<br>social issues. | 20,000        |
| Materials & Supplies                               | General program supplies   | 500           |
| Training & Events                                  | Hosting two facilitated community connectivity mapping workshops   | 4,000         |
| Financial management & project administration fees | Project Stewardship, Office space, insurance, bank fees etc  | 7,500         |
| <b>TOTAL</b>                                       |  | <b>86,000</b> |

September 25, 2023

To: The City of Williams Lake

Re: 2022 Annual Report - Social Planning Council of Williams Lake & Area

### **The Social Planning Council of Williams Lake and Area Society (SPC)**

The Social Planning Council of Williams Lake and Area Society (SPC) is a not-for-profit organization created in 1995 by a group of passionate volunteers who were dedicated to improving the social well-being of residents and families in the Williams Lake area. Today, twenty-eight years later, this Society thrives with an excellent reputation and established (and growing) network of participating citizens and organizations within the community and continues to benefit approximately 27,000 residents living within the greater region served.

### **What is Social Planning?**

Social planning organizations exist to build and strengthen community. They focus on how the larger social, economic, political, and cultural forces in society impact individuals, families, and communities.

They are committed to increasing the well-being of residents in a community by increasing the number of positive social developments, that make the following living conditions better for all people:

- personal and public health and safety
- satisfaction of basic material needs (poverty reduction)
- economic security and opportunity
- protection from violence, abuse, threat, and discrimination
- sense of identification and belonging with others
- availability of choices and self-determination throughout life's path
- active participation and decision-making in community life and larger societal processes
- access to knowledge and personal skill development
- sustainable natural and physical environments

### **Population Served**

The Social Planning Council serves the City of Williams Lake (population of approximately 12,000 within the greater city limits) and the surrounding rural areas (west of Anahim Lake, south to 150 Mile House, north to McLeese Lake, and east to Horsefly) for a population of approximately 27,000 residents.

## Social Planning Council Focus

Supporting the community in building an integrated approach to complex problems considering the local social, economic, cultural, political, environmental, and technological concerns effecting all citizens.

- Improve the health and well-being of children and youth in our community.
- Advocating for the principles of social justice, equality, equity, and worth of all people in the area.
- Planning and organizing community forums, collaborating on plans and strategies for innovative action to overcome local issues.
- Researching and reviewing opportunities for developing social and economic strategies and programs arising from community forums.
- Developing trusting community relationships and building bridges to ensure diverse perspectives are heard for the benefit of the community as a whole.
- Practicing peer inclusion in the development of strategies and plans.
- Informing and educating the community on issues affecting community wellbeing and safety.
- Building on the action blocks identified in the Poverty Reduction Strategy (Revive Thrive Video Campaign)
- Maximizing the effectiveness of often scarce resources by working to reduce duplication, overlap and competition.
- Continuing advancement of the goals of the Official Community Plan specifically the Social Well Being Section (Coordinated Planning, Youth, Children & Families, Poverty & Access to Employment, Literacy, Homelessness, Sense of Belonging, Anti-Racism and Cultural Diversity, Accessibility) and applicable parts of the Resilient Economy Section.

## 2022 Activities

### 1. Monthly Meetings and Presentations:

Our monthly, open, public meetings serve as an open forum for community members and organizations to discuss, share information, collaborate, combine resources for projects and programs, and initiate new ideas to further the ongoing positive social developments within our city. Monthly meetings feature guest speakers and/or presentations to increase community participation, and awareness of the organizations and projects affecting our city. As well we provide time for focused topic discussions and community round-table information updates. This past year, presentation topics and discussions have included the following:

- Carla Bullinger – Cariboo Chilcotin Partners for Literacy (CCPL)
- Bree Odd, Cariboo Regional Educator with the BC Schizophrenia Society (BCSS)



- Bryan Daly, Associate Dean, Thompson Rivers University (TRU) Williams Lake Campus
- Darren Dodge, S/Sgt., Detachment Commander, Williams Lake RCMP
- Laurel White, Harm Reduction Coordinator – Canadian Mental Health Association - Cariboo Chilcotin Branch (CMHA-CCB) Community Action Team Lead. Donna McKenzie, outreach nurse - Interior Health (IH)
- Lightning Rounds: opportunity for members to share updates and what's new in their organization.
- Annual General Meeting

## **2. Communication and community updates:**

The Social Planning Council continues to revise and improve their newsletter, Facebook, and website to increase following and memberships. SPC regularly distributes newsletter campaigns with community updates to 180+ subscribers, members, and partners. Information for campaign newsletters is provided by members and non-members who want to share updates on upcoming events, meetings, programs, services, fundraisers, grant funding opportunities and more. This service distributes detailed meeting minutes to people who are unable to attend in person. Newsletter updates receive positive feedback from members and the general public and readership continues to grow. Meeting minutes are also posted on the [SPC website](#), community updates are shared on our [Facebook page](#). SPC continued to strategize ways to increase memberships, positive results have been seen. Aside from newsletters, Facebook, and the website the Social Planning Council has an extensive network reaching 300+ community partners and members who work and/or volunteer their time towards the betterment of the community.

The Social Planning Council remains as a member of the Chamber of Commerce as we recognize the strong relationship between economic and social development. The Thrive Project was chosen as a Chamber Chatter Article (Jun 2018).

### **Projects of the Social Planning Council:**

#### **1. Thrive Williams Lake - Community Poverty Reduction Project:**

Poverty Reduction has been a strategic objective of the SPC for many years, and our membership began discussions in April of 2017 about wanting to move forward on a Poverty Reduction strategy for Williams Lake. As a result, the SPC applied for, and received grant funds from the Vancouver Foundation in December of 2017 for the three-year project now entitled "Thrive Williams Lake". Since then, we have received additional funding from the Red Cross, Integrated Community Safety Initiative, and Labour Market Partnership funds from the Ministry of Social Development Community Employer Partnerships program.

Poverty in our community is connected to many of the other social concerns our community has been working collectively to address over several years. The goal of the Thrive project is to bring all stakeholders together to tackle poverty at its foundation, using innovative

approaches that get us beyond the generosity of charity to the fundamental changes needed to ensure all community members have the opportunity to thrive.

Poverty is about income levels, but it is so much more. People who experience poverty do not have the resources needed to meet their physical, social, emotional, and spiritual needs and these circumstances exclude them from full and meaningful participation in our community. This is even more critical given the challenges we've faced over the past year. People living below the poverty line, who had limited resources, really struggled with the financial impacts of the wildfires, and continue to do so. Our community's future success is rooted in the health and prosperity of every citizen.

## **2. Communities That Care**

Communities That Care is a collaborative (CTC) community effort to improve the health and well-being of children and youth in our community. CTC is an evidence-based program model which uses data-based decision making and focuses on promoting positive and healthy youth behaviour, while understanding the root causes of negative behaviour.

CTC was launched in 2008 as a partnership between Social Planning Council, the City of Williams Lake and the Ministry for Children and Family Development. School District #27 hosted the office and administration for the project from 2010 to 2018, and we were thrilled to welcome this important initiative back into the SPC network in 2018. The Social Planning Council sees the CTC and Thrive initiatives as complementary.

The power of the CTC model is in the collaboration between and among individuals and community organizations who work together to make changes in the way we support children and families. The work of the initiative is based on data from the Prevention Needs Assessment Survey, a standardized survey instrument that measures risk and protective factors of all youth from grades 6-12. We surveyed youth in 2009 and again in 2015. Data from the 2009 survey was used to inform priorities for action. The 2016 survey results provided comparative data that allowed us to measure our progress, and the data showed that things are changing for the better for children and youth in our community.

The 3<sup>rd</sup> Prevention Needs Assessment Survey was completed November 2020. SPC's Executive Director, with input from the CTC Facilitator and the data analysis working group, completed and presented the Community Profile to several organizations and individuals in the community. The pandemic had an impact on survey results, and it was important to capture information about the well-being of youth. The results, while not particularly encouraging, demonstrate that over the long-term we are seeing some positive impacts. Future focus will be to work collaboratively to support children, youth and their families, to build strong bonds to

community and schools, and to focus on prevention and early intervention initiatives that strengthen young people.

### **3. Community FoodHub**

On July 1st, the Williams Lake Social Planning Council entered into an agreement with United Way BC to launch a Community Food Hub project in our region. This is a first for both the Social Planning Council and our community, and we couldn't be more excited about the potential.

The United Way Food Security Initiative, supports the United Way Regional Community Food Hub projects. These Food Hubs are both physical projects that focus on immediate food access needs, like providing groceries, food hampers, coupons, or prepared meals, but they also support wrap-around services important to improving food security, like food literacy and wellness programming, mental health support, employment services, childcare and others. The United Way Regional Community Food Hubs accomplish this by acting as a Hub or ecosystem of non-profit partners, residents, businesses, all levels of government, the agricultural sector and other funders "working collaboratively to best increase the food security of our communities." These Food Hubs are "stewarded" by an existing organization in the community willing to take it on.

### **Summary**

Social planning councils are meant to provide behind the scenes support for social and economic community strategies. However, SPC took the lead in developing some important new initiatives such as:

- Thrive Poverty Reduction Strategy
- Child Care Needs Assessment
- Covid Pandemic Recovery Project

SPC stepped up to the plate when other organizations couldn't. Though it has been a very challenging year for all, the SPC, all community services partners and the local governing bodies commitment to the wellbeing and safety of the community has resulted in increased and strengthened partnerships, true collaborative practices, and the development of new programs.

The SPC is the only social planning organization within the Cariboo-Chilcotin region of British Columbia and serves a very important benefit to residents of the Williams Lake and greater area. The local municipal governments of The City of Williams Lake and The Cariboo Regional District (CRD) consult the SPC for advice and support when needed on social development issues as they do not currently have any direct social planning staff internally.

Our work has continued to focus on facilitating a forum to share information, programs, projects, issues and connections between agencies, municipal government, and Citizens.

On behalf of the chair

Liane Nunn, Communications Coordinator

Cc'd: Larry Stranberg, Board Chair



## ANNUAL GENERAL MEETING MINUTES

**Date:** November 28, 2022      **Time:** 11:30 am – 12:00 pm      **Location:**  
**Chair:** Larry Stranberg      **Minutes:** Carla Bullinger

**Present:** Alexis Blueschke, Carla Bullinger (recorder), Shannon Thom, Krista Harvey, Laurie Walters, Eva Navrot, Silvia Seibert-Dubray, Barb Jones, Chris van der Mark, Nancy Colton, Michael Moses, Beth Veenkamp, Melissa Newberry, Tatjana Bates, Pat Biblow, Brianna van de Wijngaard, Craig Clover, Sherry Yonkman, Michele Bebault, Krista Harvey, Rosanna McGregor, Ruth Lloyd, Kelly MacDonald

**Regrets:** Bree Odd

**Note:** Meeting recorded for minute-taking purposes

### Land Acknowledgement

1. **Call to order** – Chair Larry Stranberg at 11:35.

2. **Establish Quorum** – Five members in good standing

3. **Introductions**

4. **Approve AGM Agenda for November 28, 2022**

**Motion to accept Shannon Thom, Seconded Krista Harvey, Carried**

5. **Approve AGM Minutes from November 22, 2021,**

**Motion to accept Shannon Thom, Seconded Laurie Walters, Carried**

6. **Financial Reports fiscal period April 2021-March 2022** – Interim Treasurer Carla Bullinger

**Motion to accept Rosanna McGregor, Seconded Shannon Thom, Carried**

7. **2022 Annual Chair Report** – Chair Larry Stranberg

**Motion to accept Rosanna McGregor, Seconded Laurie Walters, Carried**

8. **Election of Directors** – Director Shannon Thom

**Motion to re-appoint Craig Glover, Shannon Thom, Larry Stranberg, Christa Smith, and Carla Bullinger made by Rosanna McGregor Seconded by Krista Harvey Carried.**



**Social Planning  
Council** Williams Lake  
and Area  
*Many Voices - One Table - Shared Goals*

**Motion to nominate** Melissa Newberry to the SPC board by Carla Bullinger. **Seconded** by Laurie Walters **Motion to nominate** Sylvia Seibert-Dubray to the SPC board by Larry Stranberg **Seconded** Laurie Walters **Carried**.

9. **Guest Speakers** Communities That Care Facilitator Barb Jones and Food Hub Project Lead Brianna van de Wijngaard

**Motion to adjourn** by Laurie Walters at 12:31 pm.

## ANNUAL CHAIR REPORT

November 28, 2022

Hello SPC Members and Guests,

Where did 2022 go? Holy snappers, hard to believe we are only one month from Christmas. How many people are ZOOMED out? However, I have been lately attending meetings in person. On a positive note, this has been a very productive and busy year for the SPC. Highlights include:

- Communities That Cares (CTC) continues work under the umbrella of SPC. This was Barb Jones third year of running CTC. Speaking of Barb, she successfully implemented the high school student's survey on their physical and mental health. In fact, the survey was completed and the survey results completed this year. Great work Barb.
- SPC continues to rent an office at Community Futures.
- SPC would like to thank our funders for 2022 - the City of Williams Lake, Canadian Red Cross, and United Way, final year of the Vancouver Foundation, CRD and the Province of BC for their financial support over this past year.
- SPC continues to expand our network.
- On a sad, but happy note for Anne Burrill, she now works for Urban Matters based in Kamloops.
- Bree Odd continues to be our marketing/promotion/secretary person for the SPC. Thank you Bree for updating our website and newsletter.
- Via the City, SPC worked on an online survey of the effects of COVID 19 in our community.
- Thanks to Briana for doing a great job with the Food Hub.
- Guest speakers this year included:
  - Eva Navrot (Seniors Advocate), Stacey Miranda (City), Laurel White (Harm Reduction Coordinator), Anne Burrill (Urban Matters), Darren Dodge (RCMP), Brian Daly (TRU), Carla (Partners for Literacy).

Another positive note, I would like to thank my fellow Board Members – Christa, Laurie, Carla, Shannon and Craig for their time and dedication. In addition, thank you to all people who come to our monthly meetings via ZOOM (averaging 19 participants). I do miss the face-to-face meeting.

Season greeting and to a stress free 2023 for all.

Happy trails, Larry Stranberg, Chair

# Board of Directors 2023-2024

| <b>Board Position</b>         | <b>Name</b>           |
|-------------------------------|-----------------------|
| Chairperson                   | Larry Stranberg       |
| Co-Chair                      | Shannon Thom          |
| Executive Director            | Laurie Walters        |
| Treasurer                     | Lindsay Sidor         |
| Secretary                     | Carla Bullinger       |
| Communications<br>Coordinator | Liane Nunn            |
| Director                      | Christa Smith         |
| Director                      | Craig Glover          |
| Director                      | Silvia Seibert-Dubray |
| Director                      | Melissa Newberry      |
| Director                      | Vacant                |
| Director                      | Vacant                |



**SOCIAL PLANNING COUNCIL OF WILLIAMS LAKE AND AREA**  
**Financial Information**  
**Year Ended March 31, 2023**

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*Draft for discussion purposes only*



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**COMPILATION ENGAGEMENT REPORT**

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**To the Directors of Social Planning Council of Williams Lake and Area**

On the basis of information provided by management, we have compiled the statement of financial position of Social Planning Council of Williams Lake and Area as at March 31, 2023, and the statements of changes in net assets and revenues and expenditures for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information and other explanatory information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Williams Lake, BC

**PMT CHARTERED PROFESSIONAL  
ACCOUNTANTS LLP**

**SOCIAL PLANNING COUNCIL OF WILLIAMS LAKE AND AREA**  
**Statement of Financial Position**  
**March 31, 2023**

|  | 2023             | 2022              |
|--|------------------|-------------------|
| <b>ASSETS</b>                            |                  |                   |
| Current                                  |                  |                   |
| Cash                                     | \$ 31,485        | \$ 86,653         |
| Loans receivable - Rent Bank (Note 3)    | -                | 12,926            |
| Prepaid expenses                         | 800              | 1,269             |
| Restricted cash - Rent Bank (Note 3)     | -                | 3,523             |
|  | <u>32,285</u>    | <u>104,371</u>    |
| Tangible capital assets (Note 4)         | 4,320            | 5,034             |
|  | <u>\$ 36,605</u> | <u>\$ 109,405</u> |
| <b>LIABILITIES</b>                       |                  |                   |
| Current                                  |                  |                   |
| Accounts payable and accrued liabilities | \$ 1,963         | \$ 1,600          |
| Deposits received - Rent Bank (Note 3)   | -                | 16,490            |
| Deferred income                          | 25,391           | 59,747            |
|  | <u>27,354</u>    | <u>77,837</u>     |
| Deferred capital contributions           | 4,320            | 4,800             |
|  | <u>31,674</u>    | <u>82,637</u>     |
| <b>NET ASSETS</b>                        |                  |                   |
| General Fund                             | <u>4,931</u>     | <u>26,768</u>     |
|  | <u>\$ 36,605</u> | <u>\$ 109,405</u> |

Draft for discussion purposes only

**APPROVED BY THE DIRECTORS**

\_\_\_\_\_  
Director  
\_\_\_\_\_  
Director

The accompanying notes are an integral part of this statement

**SOCIAL PLANNING COUNCIL OF WILLIAMS LAKE AND AREA**  
**Statement of Changes in Net Assets**  
**Year Ended March 31, 2023**

|  | 2023             | 2022             |
|--|------------------|------------------|
| <b>Net assets - beginning of year</b>          | <b>\$ 26,768</b> | <b>\$ 40,518</b> |
| <b>Deficiency of revenue over expenditures</b> | <b>(21,837)</b>  | <b>(13,750)</b>  |
| <b>Net assets - end of year</b>                | <b>\$ 4,931</b>  | <b>\$ 26,768</b> |

*Draft for discussion purposes only*

**SOCIAL PLANNING COUNCIL OF WILLIAMS LAKE AND AREA**

**Statement of Revenues and Expenditures**

**Year Ended March 31, 2023**

|  | 2023               | 2022               |
|--|--------------------|--------------------|
| <b>Revenue</b>   |                    |                    |
| Grants - other   | \$ 40,770          | \$ 30,287          |
| United Way   | 40,000             | 82,000             |
| Project administration fees                                    | 11,864             | 25,076             |
| City of Williams Lake grant                                    | 10,000             | 65,000             |
| Registration - Training fees                                   | 2,609              | 2,041              |
| Memberships  | 1,890              | 2,200              |
| Deferred capital contributions                                 | 488                | -                  |
| Province of BC   |                    | 74,045             |
| Corporate and institution funding                              |                    | 4,000              |
| Donations  |                    | 1,710              |
| Transfer from deferred revenue                                 | 59,747             | 12,700             |
| Transfer to deferred revenue                                   | (25,391)           | (64,547)           |
|  | <u>141,969</u>     | <u>234,512</u>     |
| <b>Expenditures</b>  |                    |                    |
| Administration fee   | 11,864             | 25,076             |
| Amortization   | 714                | 1,223              |
| Bank charges and interest                                      | 245                | 330                |
| Honorariums  | 2,500              | 325                |
| Insurance  | 2,747              | 1,469              |
| Licences, dues and fees  | 400                | 236                |
| Meetings   | 7,098              | 1,800              |
| Office   | 7,050              | 3,414              |
| Professional fees  | 3,907              | 2,632              |
| Rental   | 3,735              | 3,780              |
| Repairs and maintenance  | -                  | 111                |
| Seed fund for new initiatives                                  | 25,764             | 21,516             |
| Sub-contracts  | 96,250             | 184,694            |
| Supplies   | 219                | 776                |
| Telephone  | 400                | 792                |
| Travel   | 915                | 90                 |
|  | <u>163,808</u>     | <u>248,264</u>     |
| <b>Deficiency of revenue over expenditures from operations</b> | <b>(21,839)</b>    | <b>(13,752)</b>    |
| <b>Other income</b>  |                    |                    |
| Interest income  | 2                  | 2                  |
| <b>Deficiency of revenue over expenditures</b>                 | <b>\$ (21,837)</b> | <b>\$ (13,750)</b> |

The accompanying notes are an integral part of this statement

# SOCIAL PLANNING COUNCIL OF WILLIAMS LAKE AND AREA

## Notes to Financial Information

Year Ended March 31, 2023

### 1. Basis of accounting

The basis of accounting applied in the preparation of the statement of financial position of Social Planning Council of Williams Lake and Area as at March 31, 2023, and the statements of changes in net assets and revenues and expenditures for the year then ended is on the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable
- prepaid expenses over the specified term of the expense
- tangible capital assets amortized over their useful lives
- accounts payable and accrued liabilities
- deferred income
- deferred capital contributions, amortized to revenue on the same basis as the related assets are amortized.

### 2. Purpose of organization

Social Planning Council of Williams Lake and Area (the organization) is a not-for-profit organization incorporated under the Society Act of British Columbia. Management has determined that they are exempt from payment of income tax under section 149(1) of the Income Tax Act.

The purpose of the organization is to enhance, encourage and support social development in the City of Williams Lake and the surrounding area.

### 3. Rent Bank

The organization administered a Rent Bank during the prior year.

If the amounts had been shown on a fund basis, the Rent Bank presentation would be as follows:

|                      | 2023        | 2022           |
|----------------------|-------------|----------------|
| Cash                 | \$ -        | \$ 3,523       |
| Rent bank receivable | -           | 12,926         |
| Deposit repayable    | -           | (16,490)       |
|                      | <u>\$ -</u> | <u>\$ (41)</u> |

During the current year the funds were transferred back to Rent Bank BC.

### 4. Tangible capital assets

|                        | Cost            | Accumulated<br>amortization | 2023<br>Net book<br>value | 2022<br>Net book<br>value |
|------------------------|-----------------|-----------------------------|---------------------------|---------------------------|
| Computer equipment     | \$ 3,851        | \$ 3,851                    | \$ -                      | \$ 234                    |
| Furniture and fixtures | 4,800           | 480                         | 4,320                     | 4,800                     |
|                        | <u>\$ 8,651</u> | <u>\$ 4,331</u>             | <u>\$ 4,320</u>           | <u>\$ 5,034</u>           |

### 5. Comparative figures

Some of the comparative figures have been reclassified to conform to the current year's presentation.

# Social Planning Council

Williams Lake  
and Area

266 Oliver Street, Williams Lake, BC V2G 1M1

Membership Application Form

Please fill out the information below.

Email the form back to

Organization/Business/Corporation \_\_\_\_\_

Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Home Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Please select membership type

- FREE Youth
- \$20 Individual, retiree, contractor, other
- \$100 Organization/Business/Corporation 20 people or less
- \$150 Organization/Business/Corporation 21-50 people
- \$350 Organization/Business/Corporation 50 people or more
- Donation \$ \_\_\_\_\_

Please confirm the email address to send the invoice to \_\_\_\_\_

Signature \_\_\_\_\_

**All cheques payable to:**

Social Planning Council of Williams Lake and Area

266 Oliver Street, Williams Lake, BC V2G 1M1

Please mail in or deliver in person to Community Futures front desk, 266 Oliver Street.

Thank you for your membership, we look forward to connecting with you.

If your organization is unable to pay the full membership fee we will work with you to adjust to a workable amount.

| March 31 - 2023 |                                     | SPC<br>10.01        | THRIVE VIDEO 30.04  | CTC<br>20.01        | Food Hub<br>40.02   | TOTAL  |
|-----------------|-------------------------------------|---------------------|---------------------|---------------------|---------------------|--|
| <b>Revenue</b>  |                                     |                     |                     |                     |                     |  |
| 4100            | Federal Funding                     |                     |                     |                     |                     |  |
| 4200            | Provincial Funding                  |                     | 25,000.00           |                     |                     | 25,000.00  |
| 4310            | Municipal Funding                   | 5,000.00            |                     |                     |                     | 5,000.00   |
| 4400            | Events                              |                     |                     |                     |                     | -  |
| 4510            | Corporate/Institution Funding       | 2,500.00            |                     |                     |                     | 2,500.00   |
| 4530            | Grants                              |                     |                     |                     |                     | -  |
| 4520            | CCPL/video                          |                     |                     |                     |                     | -  |
| 4550            | Red Cross Account Receivable        |                     |                     |                     |                     | -  |
|                 | United Way                          |                     |                     |                     | 80,000.00           | 80,000.00  |
| 4600            | Other Income                        |                     |                     |                     |                     | -  |
| 4640            | Donations                           |                     |                     |                     |                     | -  |
| 4680            | Memberships                         | 2,000.00            |                     |                     |                     | 2,000.00   |
| 4720            | Project Admin Fees                  | 13,794.00           |                     |                     |                     | 13,794.00  |
|                 | Project management                  |                     |                     |                     |                     | -  |
| 4760            | Registration/Training Fees          |                     |                     |                     |                     | -  |
| 4780            | Carry forward - from previous years | 8,000.00            |                     | 10,197.00           | 7,194.00            | 25,391.00  |
| 4782            | Carry forward - to next year        |                     |                     |                     |                     | -  |
|                 | <b>TOTAL INCOME</b>                 | <b>31,294.00</b>    | <b>25,000.00</b>    | <b>10,197.00</b>    | <b>87,194.00</b>    | <b>153,685.00</b>  |
| <b>Expenses</b> |                                     |                     |                     |                     |                     |  |
| 5100            | Community Engagement                |                     |                     |                     |                     |  |
| 5120            | Communications & Advertising        |                     |                     |                     | 500.00              | 500.00   |
| 5140            | Event hosting/workshops             |                     |                     |                     | 7,000.00            | 7,000.00   |
| 5160            | Meeting Support                     |                     |                     |                     | 200.00              | 200.00   |
| 5190            |                                     |                     |                     |                     |                     | -  |
| 5200            | Wages and Professional Fees         |                     |                     |                     |                     |  |
| 5220            | Executive Director                  | 14,156.00           | 2,800.00            | 2,700.00            | 7,344.00            | 27,000.00  |
|                 |                                     |                     |                     |                     |                     | 12.5 hrs per mo @ \$45   |
| 5240            | SPC Coordinator /communications     | 9,500.00            |                     |                     |                     | 9,500.00   |
|                 |                                     |                     |                     |                     |                     | Bree \$4480 April - July + Liane 9months July-mar 31   |
| 5260            | Admin/Project Support               |                     | 5,400.00            |                     | \$20,777.00         | 26,177.00  |
| 5280            | Project Lead/                       |                     |                     | 3,500.00            | \$20,006.00         | 23,506.00  |
| 5300            | Contracted services                 |                     | 10,700.00           |                     | 6,000.00            | 16,700.00  |
| 5320            | Honorariums                         |                     | 1,500.00            |                     |                     | 1,500.00   |
| 5400            | Project & Admin Expenses            |                     |                     |                     |                     |  |
| 5440            | Admin fees                          |                     | 3,750.00            | 2,700.00            | 7,344.00            | 13,794.00  |
|                 |                                     |                     |                     |                     |                     | 15% admin CTC & THRIVE video project   |
| 5460            | Amortization of Capital Assets      |                     |                     |                     |                     | -  |
| 5480            | Bookkeeping, Accounting & Legal     | 4,000.00            |                     |                     |                     | 4,000.00   |
| 5520            | Bank Fees                           | 250.00              |                     |                     |                     | 250.00   |
| 5560            | Fees, Dues and Memberships          |                     |                     |                     |                     | -  |
| 5600            | Insurance                           | 1,800.00            |                     |                     |                     | 1,800.00   |
| 5640            | Postal and mailing                  |                     |                     |                     |                     | -  |
| 5680            | Professional Development/Learning   |                     |                     |                     |                     | -  |
| 5720            | Rent - office                       | 1,200.00            | 500.00              | 700.00              | 1,200.00            | 3,600.00   |
| 5760            | Research Materials and Resources    |                     |                     |                     |                     | -  |
| 5800            | Seed funds - new initiatives        |                     |                     |                     | 16,323.00           | 16,323.00  |
|                 | Supplies & Materials                |                     |                     |                     |                     | seed resiliency + partner funding  |
| 5840            | Office supplies                     |                     |                     |                     |                     | -  |
| 5850            | Printing                            | 150.00              |                     | 197.00              |                     | 347.00   |
| 5860            | Other supplies                      | 238.00              | 350.00              | 400.00              |                     | 988.00   |
|                 |                                     |                     |                     |                     |                     | CTC Barb farwell \$49.1 SPC \$83.79 Bree farwel SPC BREE & BARB GIFT \$86.24 SPC lunch mtng councilor Joan |
| 5920            | Phone/Utilities                     |                     |                     |                     |                     | -  |
| 5940            | Travel/fuel                         |                     |                     |                     | 500.00              | 500.00   |
|                 | <b>TOTAL EXPENSES</b>               | <b>\$ 31,294.00</b> | <b>\$ 25,000.00</b> | <b>\$ 10,197.00</b> | <b>\$ 87,194.00</b> | <b>153,685.00</b>  |
|                 | Revenue - Expenses                  | 0.00                | -                   | -                   | 0.00                | 0.00   |

budget forecasting  
CTC end of  
November

17,394.00

carry forward from CTC

12.5 hrs per mo @ \$45

Bree \$4480 April -  
July + Liane 9months  
July-mar 31

Video 600 p/mo x 9 month

15% admin CTC & THRIVE video project

seed resiliency + partner funding

CTC Barb farwell \$49.1 SPC \$83.79 Bree farwel SPC BREE & BARB GIFT \$86.24 SPC lunch mtng councilor Joan



**SOCIAL PLANNING COUNCIL OF WILLIAMS LAKE AND AREA**  
**Statement of Revenues and Expenditures**  
**Year Ended March 31, 2023**

|  | 2023               | 2022               |
|--|--------------------|--------------------|
| <b>Revenue</b>   |                    |                    |
| Grants - other   | \$ 40,770          | \$ 30,287          |
| United Way   | 40,000             | 82,000             |
| Project administration fees                                    | 11,864             | 25,076             |
| City of Williams Lake grant                                    | 10,000             | 65,000             |
| Registration - Training fees                                   | 2,609              | 2,041              |
| Memberships  | 1,890              | 2,200              |
| Deferred capital contributions                                 | 480                | -                  |
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