

### GRANTS ADVISORY COMMITTEE

TO BE HELD ON WEDNESDAY, 2013-NOV-20 AT 3:00 PM BOARD ROOM, 411 DUNSMUIR STREET

1.	CAL	L TO ORDER:						
2.	INTR	ODUCTION OF LATE ITEMS:						
3.	ADO	PTION OF AGENDA:						
4.	ADO	PTION OF MINUTES:						
	(a)	Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC, on Friday, 2013-SEP-20 at 3:00 p.m.	Pg. 3-4					
5.	INFO	RMATION ITEMS:						
	(a)	Report to Council	Pg.5-6					
	(b)	2013 Grants Committee Budget Pg. 7						
	(c)	2013 Synopsis of Grants Awarded/Denied Pg. 8-9						
	(d)	Correspondence	Pg. 10					
6.	NEW	APPLICATIONS:						
	(a)	SC – 02 Nanaimo Arts Alive Summer School of the Fine Arts Society	Pg. 11-27					
		\$435 requested (original receipts were provided). [Note: Maximum \$500 per year per organization.] Represents 13 security checks @ \$25/each Represents 2 federal finger printing @ \$25/each Represents 1 security check from Town of Ladysmith @ \$20/each Represents 1 security check from Oceanside RCMP Detachment @ \$40/each						
	(b)	OG – 03 Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team)	Pg. 28-51					
		Cash grant request in the amount of \$17,150 in order for the Angels Abreast Dragon Boat Team to attend the International Breast Cancer Celebration of Life Regatta in Sarasota, Florida in October, 2014.						

AGENDA – GRANTS ADVISORY COMMITTEE 2013-NOV-20 PAGE 2

### 7. **NEXT MEETING:**

The next meeting is scheduled for 2013-DEC-18 at 3:00 p.m. in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

### 8. **ADJOURNMENT:**

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## MINUTES GRANTS ADVISORY COMMITTEE MEETING HELD WEDNESDAY, 2013-SEP-20, 3:00 PM IN THE BOARD ROOM, 411 DUNSMUIR STREET

#### **MEMBERS PRESENT:**

Councillor D. Johnstone, Chair

L. Avis F. Tellier

Councillor G. Anderson

I. Thorpe

V. Alcock-Carter

#### **MEMBERS ABSENT:**

W. Anderson

D. Bonner

#### STAFF PRESENT:

L. Mercer, Manager of Revenue Services

T. Wilkinson, Recording Secretary

#### 1. CALL TO ORDER:

The meeting was called to order at 3:00 p.m.

#### 2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried.

#### 3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in Room 318, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2013-SEP-11 at 1:00 p.m. be adopted as circulated. The motion carried.

### 4. <u>NEW APPLICATIONS:</u>

### (a) United Way Central and Northern Vancouver Island (PTE-09)

It was moved and seconded that the United Way Central and Northern Vancouver Island be granted a Permissive Tax Exemption for the 2014 tax year for property at #9 - 327 Prideaux Street. The motion carried.

### 5. **NEXT MEETING:**

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2013-OCT-16 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

MINUTES – GRANTS ADVISORY COMMITTEE 2013-SEP-20 PAGE 2

6.	Α	D,	J(	D	U	R	N	N	٨	Ε	١	IT	•

carri	It was moved and seconded at 3:12 p.m. that the meeting terminate. Ted.	he motion
	Chair	
	Date	

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### REPORT TO COUNCIL

DATE OF MEETING: 2013-OCT-07

**AUTHORED BY:** 

COUNCILLOR DIANA JOHNSTONE, CHAIR, GRANTS ADVISORY

COMMITTEE

RE:

2013 GRANTS ADVISORY COMMITTEE RECOMMENDATION

### **COMMITTEE RECOMMENDATION:**

That Council award a Permissive Tax Exemption for the 2014 tax year to the United Way Central and Northern Vancouver Island (PTE-09).

### **PURPOSE:**

The purpose of this report is to outline the Committee's recommendation regarding the Permissive Tax Exemption application received.

#### BACKGROUND:

The Grants Advisory Committee met on 2013-SEP-20.

The Grants Advisory Committee has reviewed in detail the financial data and background information provided by the applicants. Recommendations are made in accordance with the Grants Policy and Guidelines adopted by Council.

The Committee recognizes both the limited funding that the City has available and the excellent community services provided by the various organizations. We are hopeful that the funds allocated by Council will allow the organizations in need of assistance to continue to provide their valuable services.

Council is permitted to (but not required to) exempt certain organizations from property taxation. Sections 224, 225, 226 of the Community Charter identify situations in which Council may exercise discretion in granting full or partial exemptions from taxation. These exemptions must be adopted by bylaw, by the 31st of October of the year preceding exemptions.

#### DISCUSSION:

### **Permissive Tax Exemption Category**

### Application PTE-09 United Way Central and Northern Vancouver Island

The Committee recommends that Council grant the United Way Central and Northern Vancouver Island a Permissive Tax Exemption for the 2014 tax year for the property at #9 - 327 Prideaux Street.

Report to Council - 2013-OCT-07

RE: 2013 Grants Advisory Committee Recommendation

Respectfully submitted

Councillor Diana Johnstone

Chair, Grants Advisory Committee

Orana Marstone.

Drafted: 2013-SEP-20

LM/tw

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		DVISORY COMMITTEE ant Applications	2007 Grant	2008 Grant	2009 Grant	2010 Grant	2011 Grant	2012 Grant	2013 Request	2013 Recommend	2013 Awarded	Remaining Budget
		ts 275000 - 1334 3 Nanaimo 7-10 Club Society covered by Council contingency Nanaimo Volunteer & Information Centre Society Nanaimo & District BC SPCA - Funded by Council	DNA 15,000.00	DNA	1,521.26 25,000.00	1,293.80	1,408.06 15,000.00	9,321.00 1,397.42	9,321.00 1,539.87 25,000.00	9,321.00 1,539.87 0.00	9,321.00 1,443.62 25,000.00	<b>41,321.00</b> 32,000.00 30,556.38 5,556.38 5,556.38
		Subtotal: Other Grants 275000 - 1334	0.00	0.00	0.00	1,293.80	1,408.06	1,397.42	26,539.87	10,860.87	35,764.62	5,556.38
	Permissive PTE-01 PTE-02 PTE-03 PTE-06	Tax Exemptions 275000 - 1332 Columbian Centre Society Radio Malaspina Society Trustees of the Chase River Congregation of Jehovah's Witnesses Nanaimo Gymnastics School Subtotal: Permissive Tax Exemptions 27500 - 1332	0.00	0.00	0.00	0.00	0.00	0.00	3,840.00 12,600.00 4,811.95 17,431.70 38,683.65	3,840.00 - - - - 3,840.00	4,022.91 - - - - 4,022.91	5,000.00 977.09 977.09 977.09 977.09
	Security Cl SC-01	heck Grants 275000 - 1329 St. Pauls Anglican Church							60.00	60.00	60.00	<b>2,000.00</b> 1,940.00 1,940.00
7		Subtotal: Security Check Grants 275000 - 1329	0.00	0.00	0.00	0,00	0,00	0.00	60.00	60.00	60.00	1,940.00
	Totals											
		Nanaimo 7-10 Club Society - 50% rent reduction for 2013 only was approved by Council. Funded from 2013 Council Contingency.						A A L		varded		14,000.00 9,321.00 25,000.00 (39,847.53) 8,473.47

Synopsis of Grants Awarded/Denied 2013												
Organization	Appr by G	ant oved rants nittee uncil	1	tter ent		eque ent	Amount Granted \$	Reason Grant Awarded/Denied				
	Υ	N	Y	N	Y	N						

OTHER GRANTS							7
Nanaimo Volunteer & Information Centre Society (OG-01)	1		<b>✓</b>	<b>√</b>		\$1,539.87	'In Kind' grant for Beban Park Auditorium rental. Funds paid out from Grants cost centre.
Nanaimo & District BC SPCA (OG-02)	✓		✓	<b>✓</b>		\$25,000.00	GAC denied Other Grant in the amount of \$25,000 for the SNIP program (low income spay and neuter service).  Council awarded Other Grant from Council Contingency on 2013-APR-15.
SECURITY CHECK GRANT	S						
St. Paul's Anglican Church (SC-01)	<b>✓</b>		<b>✓</b>	<b>✓</b>		\$60.00	Receipts provided to the amounts granted.
PERMISSIVE TAX EXEMPT	TION G	RAN'	TS		l		
Columbian Centre Society (PTE-01)	<b>✓</b>		<b>✓</b>	1		\$4,022.91	Recommended to be placed on 2014 PTE bylaw, and for a cash-in-lieu of 2013 taxes.
Radio Malaspina Society (PTE-02)	1		1		<b>✓</b>	\$0.00	Recommended to be placed on 2014 PTE bylaw with 20% of assessment value exemption.
Radio Malaspina Society (PTE-02)		1	1		<b>√</b>	\$0.00	Denied 2013 cash-in-lieu of PTE.
Trustees of the Chase River Congregation of Jehovah's Witnesses (PTE-03)	<b>✓</b>		1		<b>✓</b>	\$ 0.00	Recommended to be placed on 2014 PTE bylaw.
Trustees of the Chase River Congregation of Jehovah's Witnesses (PTE-03)	-	<b>√</b>	<b>✓</b>		<b>✓</b>	\$ 0.00	Denied 2013 cash-in-lieu of PTE.
The Redeemed Christian Church of God (PTE-04)	<b>✓</b>		1		<b>√</b>	\$0.00	Recommended to be placed on 2014 PTE bylaw.
Lighthouse Bible Baptist Church (PTE-05)	1		1		<b>√</b>	\$0.00	Recommended to be placed on 2014 PTE bylaw.

Synopsis of Grants Awarded/Denied 2013												
Organization	Organization  Grant Approved by Grants Committee & Council  Y N Y N Y N		Approved by Grants Committee		Sent		1	-	Amount Granted \$	Reason Grant Awarded/Denied		
Nanaimo Gymnastics School (PTE-06)		<b>√</b>	1			<b>✓</b>	\$0.00	Denied being placed on the 2014 PTE bylaw and 2013 cash-in-lieu of PTE.				
Nanaimo Economic Development Corporation (PTE-07)		✓	1			~	\$0.00	Denied being placed on the 2014 PTE bylaw.				
Nanaimo Church of the Nazarene (PTE-08)	<b>✓</b>		<b>√</b>			<b>✓</b>	\$0.00	Recommended to be placed on 2014 PTE bylaw.				
United Way Central and Northern Vancouver Island (PTE-09)	<b>✓</b>		<b>√</b>			1	\$0.00	Recommended to be placed on 2014 PTE bylaw.				







216 Prideaux St. Nanaimo, BC V9R 2M9

Ph: 250.755.9209 Website: rccglivingpraisebc.org Email: rccglivingpraisechapel.ca

General Overseer, Pastor E. A. Adeboye

Mailing Address: 286B Lambert Ave., Nanaimo, BC V9R 5N8:

2013-Oct-09

City Of Nanaimo

**Grant Advisory Committee** 

411 Dunsmuir Street, Nanaimo

Dear Sir/Ma

RE: PROPERTY TAX EXEMPT - 216 PRIDEAUX STREET, NANAIMO

We write to appreciate your kind consideration on the above subject matter, we are greatly encouraged. This gesture will in no small way assist us to focus our effort toward our community base outreach programs.

We would continue to offer prayers for the wellness of the City of Nanaimo and for God's protection, peace and prosperity.

Thanks and God bless.

Pastor Samuel Ogunsanlu

The Redeemed Christian Church of God

Living Praise Chapel, Nanaimo.



### CITY OF NANAIMO EVALUATION SECURITY CHECKS

## Name of Organization: Nanaimo Arts Alive Summer School of the Fine Arts Society

Applying for \$435 grant (receipts provided)

Grant No. 2013 SC-02

Criteria:		ts eria:	Statement of Purpose:		
	Yes	No	Security Check grants	are awarded to	
must be able to identify services provided to residents of Nanaimo			organizations that mu checks performed by	st have security	
> nonprofit organization			their employees and/o	r volunteers and	
<ul><li>sound financial and administrative management</li></ul>			meet the criteria specifi	ed below.	
\$500/year maximum award to any organization from this category					
<ul> <li>eligible organizations can only apply for financial support from this category once a calendar year (applications reviewed in November)</li> </ul>					
applications for this category must be received by October 31st					
must adhere to all City of Nanaimo bylaws and policies					
awards from this category are exclusive of awards from the other categories					
Grant Awarded:	Yes	No	Amount Recommended:	\$	
Discussion:					
Notes:					
		<del></del> -			

2013-OCT-16

### CITY OF NANAIMO APPLICATION FOR SECURITY CHECK GRANT IN AID

Office Use

ORGANIZATION: THE NAWAIMO ARTS ALIVE SUMMER SCHOOL OF THE FINE ARTS SOCIETY	DATE: SEP 23, 2013
PO BOX 2085, STV A	PRESIDENT: VINCE KATNICH
NANAIMO BC	SENIOR STAFF MEMBER: MICHAEL WRICHT
V9R 6×5	POSITION: EXECUTIVE ASSISTANT
	CONTACT: MICHAEL WRIGHT
TELEPHONE: 250 713 9708	TELEPHONE: 250 713 9708
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFF	
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# CITY OF NANAIMO THE HARBOUR CITY POLICE SERVICES

POLICE SERVICES 303 PRIDEAUX STREET, NANAIMO, BC V9R 2N3

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### TOWN OF LADYSMITH

410 Esplanade, P.O. Box 220, Ladysmith, B.C. V9G 1A2
Municipal Hall (250) 245-6400 • Fax (250) 245-6411 • Info@ladysmith.ca • www.ladysmith.ca

(SMITH_	
Date: 2013-06-05 RCMP	File: <u>2013- 1078</u> Your File:
Machaison Jinnifin 5-711 Molone & d	Type of Request: CKC
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Dear:	JUN 0 5 2013 DON TOWN OF LADYSMITH COST
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illibridation, please forward a cheque to the	e Town of Ladysmith as addressed above, in the amount applicable taxes), made payable to Town of Ladysmith. A low.
Should you require further information or a 250.245.6400.	assistance, please do not hesitate to contact our office at
Sincerely,	
Beth Kirkland Revenue Accountant	
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FEES AND CHARGES BYLAW NO. 1644

Schedule "2" Public Safety (RCMP/Fire Department)

Public Safety Item:	Fee	Quantity	Amount Due
Security checks (criminal records)	\$20.00	1	20·02
Fingerprinting	\$25.00		
Background checks for Chauffeur's permits	\$20.00		
Miscellaneous photocopies (includes court orders for documents)	1 to 100 pages - \$35.00 charge plus .50 per aach additional page		
Name Change Application (prints)	\$25.00		
Accident/Crime Scene: Field Diagram Scale drawing Mechanical inspection reports Photographs Photo CD	\$20.00 \$40.00 \$50.00 \$01.00 each \$25.00 each		
Motor Vehicle Accident Reports: Investigation (primary investigator) Technical (i.e. Traffic Analyst)	\$30.00 \$50.00		
Insurance Letters (certification)	\$30.00		
		Total Due	20.0V



### CITY OF NANAIMO EVALUATION OTHER GRANTS

### Name of Organization: Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team)

Cash grant request in the amount of \$17,150 in order for the Angels Abreast Dragon Boat Team to attend the International Breast Cancer Celebration of Life Regatta in Sarasota, Florida in October, 2014.

Grant No. 2013 OG-03

1		Statement of Purp	oose:
Yes	No	Kind of Funding:	
		emergency funding	
		]	
			<u></u>
Yes	No	-	
		Amount Recommended:	\$
	Crite		Yes No  Kind of Funding:  educational funding emergency funding capital grants on a mate up to a maximum of \$5, in-kind funding for facility  Yes No

2013-NOV-20

### To Whom It May Concern

The Nanaimo Dragon Boat Society supports the breast cancer survivor dragon boat team Angels Abreast. The Society is a non-profit registered charity that promotes breast cancer awareness through dragon boating and other cancer awareness events such as Run for the Cure, Relay for Life, and Cops for Cancer. The Society also supports Palliative Care and the Nanaimo Hospital Foundation.

The Angels Abreast Dragon Boat team is asking for your assistance in raising money to send their team to the International Breast Cancer Celebration of Life Regatta in Sarasota, Florida in October, 2014. There will be between 80 and 100 cancer survivor dragon boat teams from all over the world attending this Regatta. The Angels Abreast would like to be one of those teams and we would appreciate your support. Our goal is to raise \$23,650.00 to send a team of 22 members. Registration alone is \$5,000.00.

By surviving breast cancer and being able to paddle in a dragon boat, we demonstrate that there is life after breast cancer. We support and care for one another and encourage breast cancer survivors to join us for the exercise and camaraderie.

We are available to provide any additional information you may require. Attached is a copy of the Projected Expenses to attend the Regatta.

Thank you for your consideration.

Yours sincerely Justich & Bonserio

Member of the Nanaimo Dragon Boat Society and

The Angels Abreast Dragon Boat Team

Encl.

/jeb

Box 156, Station A, Nanaimo, BC, V9R 5K9 web site: www.angels-abreast.ca

## CITY, HE OF NANAIMO CITY OF NANAIMO APPLICATION FOR GRANT

HARBOUR

Office Use

### OTHER GRANTS

organization: Nanaimo Dragonboat Society – Angels Abreast Dragonboat Team	November 6, 2013
ADDRESS: C/o Judy Borserio 205 Tahoe Avenue	PRESIDENT: Bonita Price
Nanaimo, BC V9R 6R9	SENIOR STAFF MEMBER:
TELEPHONE: 250-753-8306	POSITION:
FAX:	CONTACT: Judy Borserio, Secretary
EMAIL: borserio@shaw.ca	TELEPHONE: 250- 753-8306
physical support for breast cancer survivors. To provid large a group of breast cancer survivors as possible the breast cancer in both men and women and to push for	FFERED IN THE COMMUNITY: Our mission is to provide emotional and le awareness of the benefits of exercise and rehabilitation to as brough dragon boat paddling and racing. To raise awareness of a cure.
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Central Vancouver Island	
NO. OF FULL TIME STAFF: We have 29 society members	NO. OF PART TIME STAFF:
NO. OF COMMUNITY VOLUNTEERS: 29	NO. OF VOLUNTEER HOURS PER YEAR:
NO. OF MEMBERS: 29	мемвекsнiр fee: \$50.00 per year
CLIENTS SERVED, LAST YEAR:	CLIENTS SERVED, THIS YEAR (PROJECTED):
B.C. SOCIETY ACT REG. NO.: S-0042823	REVENUE CANADA CHARITABLE REG. NO.: 888246311RR001
CURRENT BUDGET: See attached Projected Budget for 2013 INCOME	DO YOU REQUIRE A RENTAL SUBSIDY? IF SO, HOW MUCH? NO
EXPENSES:	DO YOU REQUIRE A CASH GRANT? IF SO, HOW MUCH? YES \$18,650.00
NEXT YEAR PROJECTED: See attached Projected Budget for 2014	to attend Festival in Sarasota – see attached
INCOME:	TOTAL GRANT REQUESTED: \$17,150.00
EXPENSES:	

SIGNATURE:	TITLE/POSITION: President	DATE: November 6, 2013

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS, CURRENT FINANCIAL STATEMENTS AND BALANCE SHEET AND INCOME STATEMENT MUST BE ATTACHED TO THE APPLICATION FORM (SEE COMPLETE LIST OF REQUIRED ATTACHMENTS ON BACK OF THIS FORM).

Page 2

### REQUIRED INFORMATION, CRITERIA AND KIND OF FUNDING

### The following must be attached to this application for consideration of the Grants Advisory Committee:

- 1. Copy of most recent Society Act Annual Report (Form 11)
- 2. Most recent Audited Financial Statement (or year-end financial statements)
- 3. Year-to-date Financial Statements (including both Balance Sheet and Income Statement)
- 4. A budget for this fiscal year as well as the next fiscal year
- 5. List of Directors
- 6. PROJECTED EXPENSES TO ATTEND FESTIVAL IN SARASOTA

### **Criteria for Awarding Other Grants:**

- 1. large number of volunteers
- 2. registered nonprofit society
- 3. sound financial and administrative management
- 4. demonstrated financial need
- 5. accessible to a large portion of the community
- 6. broad base of support
- 7. other source of financial support
- 8. must be local in focus and comply with City of Nanaimo bylaws and policies
- 9. cash grants not provided if organization receives a PTE or where the facility is provided by the City free of charge or reduced rate. Notwithstanding the above statement, organizations facing critical financial difficulties are eligible to apply for emergency funding.

### **Kind of Funding Provided for Other Grants:**

- 1. educational funding
- 2. emergency funding
- 3. capital grants on a matching basis up to a maximum of \$5,000
- 4. in-kind funding for facility rental

### CITY OF NANAIMO GRANT QUESTIONNAIRE

1.	What is the main purpose of your organization?
	The main purpose of our organization is to help people suffering from, or surviving breast cancer through dragon boat racing.
2.	Describe the work your organization does in this community.
	Our organization mans an education and awareness table three or four times a year to connect with anyone who may be looking for information on breast cancer.
3.	What other agencies provide similar services?
	We work with the Canadian Breast Cancer Foundation. We are the only breast cancer dragon boat team in Nanaimo. We have 29 members and 22 of those members are survivors of breast cancer.
4.	How is your organization different from those organizations providing similar services in question 3. above?
	The Canadian Breast Cancer Foundation is a large organization and cannot connect locally without our assistance.
5.	Describe who your clients are.
	Anyone who has had breast cancer or who is fighting the disease presently is a potential member.
6.	Where do your clients live?

Our team members live in Parksville, Nanaimo or Ladysmith.

### CITY OF NANAIMO GRANT QUESTIONNAIRE

7. Describe the needs of your clients.

Our members require emotional support while undergoing treatment and recovering from breast cancer.

8. What are your organization's specific priorities for the coming year?

Our specific priority for 2014 is to raise enough money to travel to Sarasota, Florida for the International Breast Cancer Dragon Boat Festival.

9. How does your organization ensure that its services address continuing and emerging community needs?

Breast cancer survivors are encouraged on an on-going basis to help recovery through exercise and healthy living. We are out in the community raising awareness.

10. Describe your organization's community support.

We have seven local businesses who support the Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team) by donation in kind. If required, a list of those businesses will be provided.

11. Describe the role of volunteers in your organization.

Our team is comprised solely of volunteers who maintain our dragon boat, raise funds for festival registration and yearly expenses, promote awareness and education, actively recruit new members and keep our team members safe when on the water.

12. What are your organization's problems and how are they being addressed?

We continue to encourage breast cancer survivors to join us in dragon boating. As festival registrations are quite expensive, we must continually raise funds to pay for registration and other expenses.

### CITY OF NANAIMO GRANT QUESTIONNAIRE

19. Name other organizations or individuals who can endorse your organization. Provide names and telephone numbers.

Name: Ian Niamath

Telephone No.: 250-729-7311

Name: Maeve O'Bryne

Telephone No.: 250-755-7937

Name: Nanaimo & District Hospital Foundation Telephone No.: 250-755-7690

20. Identify previous grants from the City of Nanaimo and other agencies and describe how your organization ensured funding went towards the program identified.

To the best of our knowledge, the Society has not received a grant from the City of Nanaimo. The Society received funding in the amount of \$2,000.00 for operating expenses from the Canadian Breast Cancer Foundation.

21. What do you plan to use the City grant for this year?

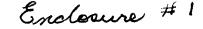
We plan to use the funds for Angels Abreast Dragon Boat Team to attend the International Participatory Breast Cancer Festival in Sarasota, Florida in October, 2014. See Enclosure #6.

22. What will the effect be if you do not receive a Grant from the City of Nanaimo?

If we do not receive a grant from the City of Nanaimo, our fund raising team members will try to raise the money required to attend the Festival. Failure to reach our goal will mean some members may not be able to go to Sarasota for the Festival.

### If you have any questions, call Diane Hiscock at 250-755-4413

G:\ADMINISTRATION\Committees\Grants Advisory Committee\Grants Application Forms\Applications, Instructions, Info\OTHER GRANT APPLICATION.docx





Mailing Address: PO Box 9431 Stn Prov Govt Victoria BC V8W 9V3 www.bcregistryservices.gov.bc.ca Location: 2nd Floor - 940 Blanshard Street Victoria BC 250 356-8609

### 2013 Annual Report BC SOCIETY

FORM 11 SOCIETY ACT Section 68

Filed Date and Time:

October 25, 2013 10:34 AM Pacific Time

#### **ANNUAL REPORT DETAILS**

NAME OF SOCIETY

NANAIMO DRAGON BOAT SOCIETY 205 TAHOE AVE NANAIMO BC V9R 6R9 SOCIETY INCORPORATION NUMBER S-0042823

DATE OF INCORPORATION March 9, 2001

DATE OF ANNUAL GENERAL MEETING (AGM) **October 15, 2013** 

### **DIRECTOR INFORMATION as of October 15, 2013**

Last Name, First Name, Middle Name:

BERTRAM, DIANA MARION

Physical Address:

13594 PROSPECT DRIVE

LADYSMITH BC

CANADA V9G 1G9

Last Name, First Name, Middle Name:

BORSERIO, JUDITH E.

**Physical Address:** 

205 TAHOE AVE

NANAIMO BC V9R 6R9

**Mailing Address:** 

13594 PROSPECT DRIVE

LADYSMITH BC

CANADA V9G 1G9

**Mailing Address:** 

205 TAHOE AVE

NANAIMO BC V9R 6R9

Last Name, First Name, Middle Name:

HANNAH, STEFANIE M

**Physical Address:** 

**2205 FERN RD** 

NANAIMO BC V9S 2W8

Last Name, First Name, Middle Name:

PRICE, BONITA L

**Physical Address:** 1242 SATURNA DR

PARKSVILLE BC V9P 2X5

Last Name, First Name, Middle Name:

RITCHIE, ELIZABETH M.

**Physical Address:** 

**526 VANCOUVER AVE** 

NANAIMO BC V9S 4G7

Last Name, First Name, Middle Name:

SHAW, ELAINE M

**Physical Address:** 

5411 GODFREY RD

NANAIMO BC V9T 2J1

**Mailing Address:** 

**2205 FERN RD** 

NANAIMO BC V9S 2W8

**Mailing Address:** 

1242 SATURNA DR

PARKSVILLE BC V9P 2X5

**Mailing Address:** 

**526 VANCOUVER AVE** 

NANAIMO BC V9S 4G7

**Mailing Address:** 

5411 GODFREY RD

NANAIMO BC V9T 2J1

# NANAIMO DRAGON BOAT SOCIETY

# FINANCIAL STATEMENTS (Unaudited - See Notice to Reader)

August 31, 2013

## INDEX

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Statement of Financial Position	4 - 5
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SABO, JANG & CO. LTD.

# SABO, JANG & CO. LTD.

(A Professional Corporation)
Certified General Accountants

GREG K. SABO, B.A., C.G.A.

MICHAEL JANG, B.A., C.G.A.

#### NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position of Nanaimo Dragon Boat Society as at August 31, 2013 and the statements of operations and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Sabo, Jang & Co. Ltd.

Certified General Accountants

Parksville, B.C. October 3, 2013

# NANAIMO DRAGON BOAT SOCIETY STATEMENT OF OPERATIONS (Unaudited - See Notice to Reader) For the year ended August 31, 2013

	<u>2013</u>	<u>2012</u>
REVENUE		
Brooch sales	\$ -	\$ 15
Donations, in kind	1,500	1,666
Donations, regular	3,110	175
Fundraising	5,772	-
Membership Dues	1,331	1,000
Miscellaneous revenue	<del>-</del>	9,148
Paddling Fees	2,515	994
	14,228	12,998
EXPENSES		
Advertising and promotion	1,474	3,320
Cancer awareness expense	-	648
Donations	-	3,500
Event expense	-	175
Fund-raising expense	1,804	437
Insurance	97	2,074
Interest expense	5	
Office and general	558	1,317
Professional development	-	190
Professional fees	1,500	-
Regatta fee expense	4,527	3,062
Repairs and maintenance	263	825
	10,228	<u> 15,548</u>
EXCESS (DEFICIENCY) OF REVENUE OVER		
EXPENSES	4,000	(2,550)
LAT LINOLO	7,000	(2,330]
OTHER		٠
Interest income	142	387
	142	387
		<u>-</u>
EXCESS (DEFICIENCY) OF REVENUE OVER		
EXPENSES	<b>\$4,142</b>	<b>\$(2,163)</b>

SABO, JANG & CO. LTD.

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# NANAIMO DRAGON BOAT SOCIETY STATEMENT OF FINANCIAL POSITION

(Unaudited - See Notice to Reader) August 31, 2013

## **ASSETS**

	<u>2013</u>	<u>2012</u>
CURRENT Cash Accounts receivable Inventory Prepaid expenses	\$ 26,559 152 2,021 978	\$ 21,055 365 3,362 786
TOTAL CURRENT ASSETS	29,710	25,568
CAPITAL ASSETS (Note 1)	20.688	29,708
TOTAL ASSETS	\$50,398	\$ <u>55,276</u>
Approved by the Directors:		
, Director		, Director

# NANAIMO DRAGON BOAT SOCIETY STATEMENT OF FINANCIAL POSITION (Unaudited - See Notice to Reader)

August 31, 2013

LIABILITIES		
CURRENT	<u>2013</u>	<u>2012</u>
, NET ASSETS		
Net assets invested in capital assets	20,688	29,708
Unrestricted net assets	<u>29,710</u>	25,568
TOTAL NET ASSETS	50.398	55,276
TOTAL LIABILITIES & NET ASSETS	\$ 50,398	\$ 55,276

# NANAIMO DRAGON BOAT SOCIETY STATEMENT OF CHANGES IN NET ASSETS

(Unaudited - See Notice to Reader) For the year ended August 31, 2013

NET ASSETS Net assets, beginning of year:		nvested in ital assets		Restricted	<u>Ur</u>	restricted		Total 2013		Total 2012
Net assets before unrealized gains and losses	\$	29,70 <b>8</b>	\$		\$	25,568	\$	55,276	\$	57,439
Balance, beginning of year	\$	29,708	\$	•	\$	25,568	\$	55,276	\$	57,439
Excess (deficiency) of revenues over expenses		***************************************		~	etras wita	4,142		4,142	***********	(2,163)
4		29,708		_		29,710		59,418		55,276
Unrealized gains and losses:										
Reclassification adjustment for realized gains (losses)	·	(9,020)	****	_		_		(9,020)		No.
Change in accumulated unrealized gains (losses)		(9,020)	***************************************	-			Constitution	(9,020)	******	
Balance, end of year	\$	20,688	\$	_	\$	29,710	<b>\$</b>	50,398	\$	<u>55,276</u>

## NANAIMO DRAGON BOAT SOCIETY NOTES TO FINANCIAL STATEMENTS (Unaudited - See Notice to Reader) August 31, 2013

## 1. CAPITAL ASSETS

Amortization of property, plant and equipment is based on the amounts reported for income tax purposes, and is not intended to reflect estimates of useful lives of the associated assets.

	2013	2012				
	Accumulated <u>Cost</u> <u>Amortization</u>	Accumulated Cost Amortization				
Dragon boat Equipment	\$ 15,000 \$ - 5,688	\$ 24,020 \$ - 5,688 -				
	\$ <u>20,688</u> \$ <u>-</u>	\$ <u>29,708</u> \$ <u>-</u>				
Net Book Value	\$ <u>20,688</u>	\$ <u>29,708</u>				

# Nanaimo Dragon Boat Society Financial Statement for Sept 2013

	Credit	Debit
Paddling Fees	314.00	
Raffle Ticket sales	484.00	
Angel Pins sold 2@5.00	10.00	
Donation	5.00	
Dime Jar deposited	50.00	
int in chequing a/c	.11	
Cheque #74 B. Price		
Decals 124.06/Signage 28.24		170.60
Cheque#75 E.Shaw		
Repayment of expenses to E. Shaw		
Dragon Boat Canada 113.00		
Domaine Name 28.75		
London Drugs cards 19.99		161.74
	863.11	332.34

# NANAIMO DRAGON BOAT SOCIETY

# BALANCE SHEET as of Sept 30th 2013

Chequing Account
Savings Account
US Account

\$13,873.76 12,493.25 1,127.14

\$ 27,494.15

Mail box Rental	156.80
Storage Unit	630.00
Office and Administration	700.00
Insurance	2,000.00
Advertising & Promotion	1,800.00
Fundraising Purchases	2,500.00
Festival Registrations	4,000.00
Boat Maintenance	1,000.00
	\$
TOTAL	12,786.80

# **EXPENSE STATEMENT**

# PROJECTED EXPENSES FOR ANGELS ABREAST FOR 2013

OPERATING EXPENSES	DESCRIPTION	AN	MOUNT
Mail Box Rental		\$	156.80
Storage Unit			630.00
Office & Administration			700.00
Insurance	Directors, Boat & Trailer	;	2,000.00
Advertising & Promotion		:	1,800.00
Fundraising (purchase of merc	chandise)	;	2, 500.00
Festival Registrations		4	4,000.00
Boat Maintenance			
& Equipment	General Upkeep		1,000.00
TOTAL		<u>\$1</u>	<u>2,786.00</u>

# Nanaimo Dragon Boat Society Proposed Budget for 2014

Advertising and Promotion	\$ 6,300.00 (1.)
Cancer Awareness Events	1,000.00
Donations	2,000.00
Fundraising Expenses	2,500.00
Insurance	600.00
Office & General	1,000.00 (2.)
Regatta Fee Expenses	25,000.00 (3)
Boat Maintenance & Repairs	1,000.00
	\$ 39,400.00

# Note (1)

Includes 4,500.00 for new racing and dress shirts for the team.

Note (2) Includes 526.50 Storage Unit and 156.80 Mail Box Rental

Note (3)

Includes Sarasota International Breast Cancer Participatory

Dragon Boat Regatta

Balance of Registration Fee \$ 3,000.00

Air Fare 22@ 575.00

12,650.00

Hotel for 22 (4 per room)

4 nights

6,000.00

\$ 21,650.00

# NANAIMO DRAGON BOAT SOCIETY ANGELS ABREAST DRAGON BOAT TEAM LIST OF DIRECTORS FOR 2013/2014

## **PRESIDENT**

**Bonita Price** 

1242 Saturna Drive

Parksville, BC V9P 2X5

250-248-8802

## **SECRETARY**

**Judy Borserio** 

205 Tahoe Ave.

Nanaimo, BC V9R 6R9

250-753-8306

## **TREASURER**

Liz Ritchie

526 Vancouver Ave.

Nanaimo, BC V9S 4G7

250-667-6539

# **VICE PRESIDENT**

**Elaine Shaw** 

5411 Godfrey Rd.

Nanaimo, BC V9T 2J1

250-751-3374

# **DIRECTOR**

Stefanie Hannah

2205 Fern Road

Nanaimo, BC V9S 2W8

250-756-9988

## **DIRECTOR**

Diana Bertram

13594 Prospect Dr.

Ladysmith, BC V9G 1G9

250-245-7005

#### PROJECTED EXPENSES TO

#### ATTEND THE INTERNATIONAL BREAST

#### CANCER DRAGON BOAT REGATTA

## IN SARASOTA, FLORIDA IN OCTOBER, 2014

Registration Fee \$ 5,000.00

Airfare for 22 people at \$575.00 per person return

Including taxes \$12,650.00

Hotel Rooms for 22 people with 4 people per room

for 4 nights <u>6,000.00</u>

TOTAL approximately \$23,650.00

The Angels Abreast Dragon Boat Team requests assistance with travel expenses so that the team can attend the International Breast Cancer Dragon Boat Festival in Sarasota, Florida, in October of 2014. We would be honoured to be ambassadors for and representatives of the City of Nanaimo. Meanwhile, we continue to raise the necessary money to attend such a worthwhile event.

The registration fee of \$5,000.00 will, hopefully, be paid by the Angels fund raising activities. To date we have \$1,500.00 set aside for that purpose.