



OTHER GRANT APPLICATION

Revenue Services | pte@nanaimo.ca

Other Grants are available to recognize the significant value that volunteers, volunteer groups and *Non-Profit Organizations* contribute to the spiritual, educational, social, cultural, and physical well-being of the community. Up to two intakes are offered annually. Completing an application does not guarantee approval.

APPLICANT INFORMATION

Name(s):	Position:
Mailing Address:	City: Postal Code:
Email:	Phone:

PROPERTY INFORMATION

Civic Address:	Folio:
Legal Description:	
Registered Owner (if different from applicant):	

ORGANIZATION INFORMATION

Organization Name:
Representative Name: Email:
Is the Organization a registered Society? <input type="checkbox"/> Yes - Registration No.: <input type="checkbox"/> No
Is the Organization a Registered Charity? <input type="checkbox"/> Yes - Registration No.: <input type="checkbox"/> No
Number of full-time staff: Number of part-time staff:
Number of community volunteers: Number of volunteer hours/Year:
Please provide a brief description of the organization's mandate:
How is the organization funded?
What other organizations provide similar programs and services?

Is there a fee to any of the activities/services provided by the organization? Yes No

If yes, please provide details of the fee(s):

Fee Type (annual, monthly, etc.)	Fee Amount	Description
	\$	
	\$	
	\$	

Detail current and/or planned revenue-generating activities by the organization.

Has the organization received assistance from the City of Nanaimo in previous years (Other Grant, Permissive Tax Exemption, In-kind...)?

Yes (please complete the table below) No

Year	Amount	Purpose for Which Assistance Was Used
	\$	
	\$	
	\$	

GRANT REQUEST

Amount of grant requested: \$

Capital grant Community event funding Educational funding Emergency funding

In-kind funding for facility rental

Facility address:

Rental dates & times:

Other:

Proposed use of funding:

How will the use of this funding benefit a large portion of the community?

What would be the consequences to not being awarded this funding?

List other agencies/organizations whose financial or in-kind support has been requested for this project.

Organization Name	Amount Requested	Status of Request
	\$	
	\$	
	\$	

SUPPORTING DOCUMENTATION

Certificate of Good Standing from BC Registry Services

Confirmation of Charity status per Canada Revenue Agency (if applicable)

Financial Statement for most recent fiscal year

Current year budget

Invoice/quote for capital purchase

SIGNATURE

I am an authorized signing officer of the organization and I certify that the information given in this application is accurate and complete. Should an Other Grant be granted for the above listed project/event, I agree to the following terms:

- Any unused funds from the Other Grant are to be returned to the City of Nanaimo;
- The property use will be in compliance with all applicable municipal policies and bylaws; and
- The organization will publicly acknowledge the Other Grant awarded by the City.

Robin Lemmens

Signature

Date

NOTES

First Intake - May 15th
Second Intake - September 15th (if funding available)

Submit to:

Email: pte@nanaimo.ca
Mail: 455 Wallace Street, Nanaimo, BC V9R 5J6

RECEIVED STAMP

Government
of CanadaGouvernement
du Canada[Home](#) > [Canada Revenue Agency](#) > [Charities and Giving](#) > [Search](#)> [T3010 Registered Charity Information Return](#)

Vancouver Island University – Quick View

[Charity's detail page](#)

Registration no.:

107657678 RR 0001

Status:

Registered

Effective date of status:

2010-10-21

Type of qualified donee:

Charity

Designation:

Charitable organization ⓘ

Website:

WWW.VIU.CA ↗

Reporting period views

Quick View

[2023-03-31](#)[2022-03-31](#)[2021-03-31](#)[2020-03-31](#)[2019-03-31](#)

Full View

[2023-03-31](#)

2022-03-31

2021-03-31

2020-03-31

2019-03-31

Reporting period ending: 2023-03-31

Programs and activities:

Ongoing programs:

VANCOUVER ISLAND UNIVERSITY (VIU) IS AN ORGANIZATION THAT VALUES A DIVERSE RANGE OF TRAINING AND EDUCATION. VIU OFFERS PROGRAMS FROM BASIC LITERACY TO VOCATIONAL PROGRAMS, TRADES, UNDERGRADUATE AND GRADUATE DEGREES.

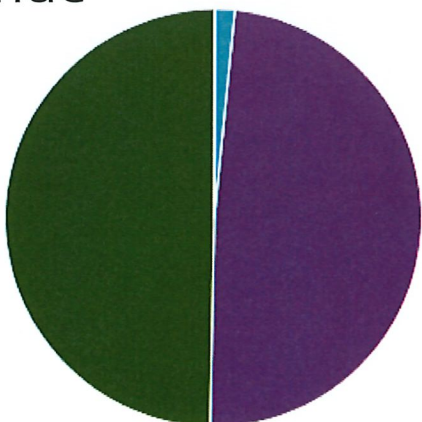
New programs:

Operations Outside Canada

3 countries

- CHILE
- KENYA
- Other countries in Central and South America

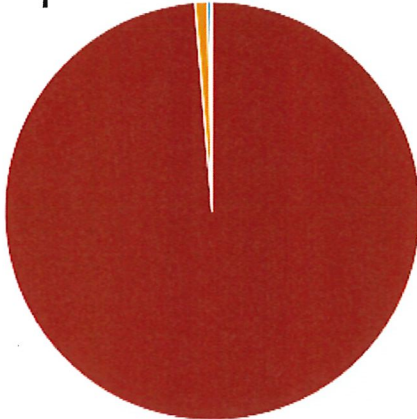
Revenue



- Received donations \$0.00 (0.00%)
- Non-receipted donations \$24,207.00 (0.01%)
- Gifts from other registered charities \$2,634,165.00 (1.53%)
- Government funding \$83,653,787.00 (48.72%)
- All other revenue \$85,390,000.00 (49.73%)

Total revenue: \$171,702,159.00

Expenses



- Charitable programs \$180,230,894.00 (98.67%)
- Management and administration \$1,729,260.00 (0.95%)
- Fundraising \$417,501.00 (0.23%)
- Gifts to other registered charities and qualified donees \$277,119.00 (0.15%)
- Grants made to non qualified donees (grantees) \$0.00 (0.00%)
- Other \$0.00 (0.00%)

Total expenses: \$182,654,774.00

Compensation

Total compensation for all positions **\$132,290,484.00**

Full-time employees	841
Part-time employees	1601

Professional and consulting fees **\$967,656.00**

Compensated full-time positions:

\$200,000 to \$249,999	8
\$300,000 to \$349,999	2

Additional information

[How to amend the return](#)

[Information for Charity Quick View users](#)

[View the complete T3010 return for the period being displayed](#)

[Directors and trustees worksheet](#)

[Back to search results](#)

[New search](#)

Related links

[Charities video gallery](#)

[Contact the Charities Directorate](#)

[Share this page](#)

Screen ID: CRA-HACC-QVP1

Version: 2022-05-25

From: [Robin Lemmens](#)
To: [Permissive Tax Exemption](#)
Cc: [Telanie Moolman](#)
Subject: RE: [External] RE: Submission of Grand Application - VIU - Office of Co-Curricular Engagement and Learning
Date: Friday, September 20, 2024 11:57:49 AM
Attachments: [image001.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Ana,

Thank you very much for doing that. We would like to apply for a grant to support the upcoming Vancouver Island Leadership Conference.

The Vancouver Island Leadership Conference (VILC) hosts post-secondary students across British Columbia for an event of keynotes and strength-building workshops to inspire future leaders. To give you a more detailed example, the theme for this year's conference was 'Beyond Boundaries', the idea of pushing past our limits that we have set for ourselves, whether they are geographical, cultural, or intellectual, to foster innovation, growth, and progress. This theme encouraged participants to look beyond conventional constraints and explore new possibilities for collaboration and development.

It featured a series of community action projects that allowed participants to engage with communities and non-profits on a local, national, and global level.

We also host a Career Expo during the conference. This provides students with the opportunity to explore different career paths through various booths and provides an opportunity for delegates to connect with employers. The career expo also provides a platform for organizations to connect with local talent and to promote awareness of their organization and brand.

I hope this is the additional info that you require. Please let me know if there is anything else I can assist with.

Thank you for your help.

Kind regards,

Robin Lemmens

Student Engagement Specialist

Vancouver Island University

900 Fifth Street, Nanaimo BC, Canada V9R 5S5

Ph: 250-740-6412

robin.lemmens@viu.ca

The VIU community acknowledges and thanks the Snuneymuxw, Quw'utsun, Tla'amin, Snaw-naw-as and Qualicum nations on whose traditional lands we teach, learn, research, live and share knowledge.

From: Permissive Tax Exemption <PTE@nanaimo.ca>

Sent: Thursday, September 19, 2024 3:14 PM

To: Robin Lemmens <Robin.Lemmens@viu.ca>

Subject: [External] RE: Submission of Grand Application - VIU - Office of Co-Curricular Engagement and Learning

You don't often get email from pte@nanaimo.ca. [Learn why this is important](#)

External Email: This email was sent from outside VIU, treat links and attachments with extra caution.

Hi Robin,

Apologies, I forgot to ask what event the grant would be supporting. Can you please provide me with additional information on that?

Also, I was able to confirm VIU is a registered charity and I downloaded the financial statements from VIU's website.

If you can please send me the additional information regarding the event by end of day tomorrow, Friday, Sep 20th that would be great.

Thank you,

Ana Francisco

Assistant Manager, Revenue Services

P: 250-755-4413



www.nanaimo.ca

411 Dunsmuir Street | Nanaimo, BC | V9R 0E4

From: Robin Lemmens <Robin.Lemmens@viu.ca>

Sent: Thursday, September 12, 2024 4:18 PM

To: Permissive Tax Exemption <PTE@nanaimo.ca>

Cc: Telanie Moolman <Telanie.Moolman@viu.ca>

Subject: Submission of Grand Application - VIU - Office of Co-Curricular Engagement and Learning

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

I hope this message finds you well.

Please find attached the PDF of our grant application for your review. We are excited about the opportunity to partner with the City of Nanaimo.

If there are any issues with the file or additional information needed, please do not hesitate to contact me. I am available to provide any further details or answer any questions you might have.

Thank you for considering our application. We look forward to the possibility of collaborating with you.

Kind regards,

Robin Lemmens

Student Engagement Specialist

Vancouver Island University

900 Fifth Street, Nanaimo BC, Canada V9R 5S5

Ph: 250-740-6412

robin.lemmens@viu.ca

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Dear City of Nanaimo,

My name is Samantha Allan and I am the Sponsorship Coordinator for the 2023 Vancouver Island Leadership Conference (VILC) hosted in Nanaimo, BC.

The Vancouver Island Leadership Conference (VILC) is a student-led and faculty-supported annual conference facilitated by the Office of Co-Curricular Engagement and Learning (OCCEL) at Vancouver Island University (VIU). VILC hosts 150 post-secondary students from across British Columbia on Vancouver Island for two days of keynote speakers, workshops, and community excursions to inspire current and future leaders.

This year's conference theme is 'Leaders of Change: Inclusion, Integrity, Innovation' which will work to engage delegates in reimagining leadership to co-create an inspiring future. The event is as follows:

Friday, March 31st (Evening Event)

❖ **Evening:** Keynote Speaker, Appetizers and Refreshments, Theme Speakers (10 minutes each: Inclusion, Innovation, and Integrity), and Live Music and Entertainment.

Saturday, April 1st (All Day)

❖ **Morning:** Keynote Speaker, Workshops, and Networking and Career Expo.

❖ **Afternoon:** Lunch and Theme Excursions (Inclusion, Innovation, and Integrity).

❖ **Break:** time for the delegates to rest and prepare for the evening gala.

❖ **Evening:** Keynote speaker, Dinner, Student CCR Talks (Inclusion, Innovation, and Integrity). CCR Talks are 6-minute presentations resembling *TED Talks*. Three students from different post-secondary institutions will speak to one of the 3 topics.

We kindly request your support to put on this meaningful event, which will welcome 180 aspiring young leaders into the Nanaimo community and offer them the opportunity to connect, engage and discover together.

VILC is Vancouver Island University's largest conference event and one of Vancouver Island's only young leaders annual event series. Feedback from previous VILC participants reinforces year-after-year how important these events are for students. We have been able to continue this tradition of excellence through the support of community organizations like [you!](#)

We hope that you will consider supporting VILC 2023 as a sponsor and valued community partner. Please let us know what your schedule looks like over the next two weeks - we would love to connect with you further.

Yours Sincerely,



Samantha Allan (she/her)

Sponsorship Coordinator, Vancouver Island Leadership Conference

Office of Co-Curricular Engagement and Learning (OCCEL)

Vancouver Island University

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