



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.

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



CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

Althea
CAROL PREST

CONSTITUTION

BC Society • Societies Act

NAME OF SOCIETY: **NANAIMO BRAIN INJURY SOCIETY**

Incorporation Number: S0024257

Business Number: 89010 4060 BC0001

Filed Date and Time: July 3, 2018 01:52 PM Pacific Time

The name of the Society is NANAIMO BRAIN INJURY SOCIETY

The purposes of the Society are:

The purpose of the Society is to promote neurological health and well-being by:

- (a) Providing direct support services and programs relevant to those affected by acquired brain injuries;
- (b) Developing and delivering public educational programs and research with respect to acquired brain injuries; and
- (c) Developing and supporting volunteer activities related to acquired brain injuries.





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› [T3010 Registered Charity Information Return](#)

NANAIMO BRAIN INJURY SOCIETY – Quick View

[Charity's detail page](#)

Registration no.:

890104060 RR 0001

Status:

Registered

Effective date of status:

1989-01-01

Type of qualified donee:

Charity

Designation:

Charitable organization ⓘ

Website:

WWW.NANAIMOBRAININJURY.ORG ↗

Reporting period views

Quick View

2024-03-31

2023-03-31

2022-03-31

2021-03-31

2020-03-31

Full View

2024-03-31

2023-03-31

2022-03-31

2021-03-31

2020-03-31

Reporting period ending: 2024-03-31

Programs and activities:

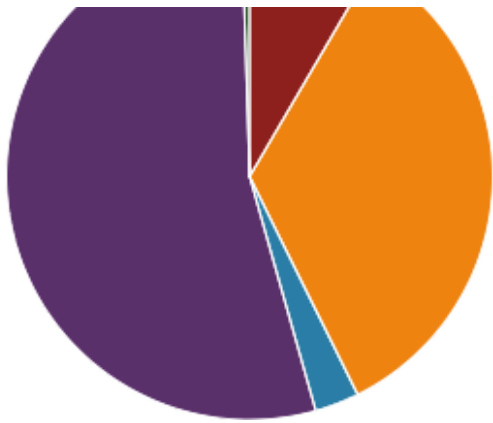
Ongoing programs:

1. COMMUNITY ABI NAVIGATOR PROGRAM 2. INTAKE, ASSESSMENT AND CASE MANAGEMENT 3. HOSPITAL PEER SUPPORT PROGRAM 4. COMMUNITY PEER SUPPORT PROGRAM 5. VOLUNTEER SKILLS DEVELOPEMTN PROGRAM 6. CAREGIVER SUPPORTS 7. EDUCATION, AWARENESS AND PREVENTION OF BRAIN INJURY PROGRAMS 8. GROUP AND INDIVIDUAL COUNSELLING PROGRAMS 9. PEER SUPPORT SOCIAL PROGRAM

New programs:

Revenue





- Receipted donations \$58,855.00 (8.44%)
- Non-receipted donations \$238,895.00 (34.24%)
- Gifts from other registered charities \$20,500.00 (2.94%)
- Government funding \$376,025.00 (53.89%)
- All other revenue \$3,458.00 (0.50%)

Total revenue: \$697,733.00

Expenses

[See the T3010 for financial information](#)

Compensation

Total compensation for all positions **\$436,222.00**

Full-time employees	1
Part-time employees	12

Professional and consulting fees

Compensated full-time positions:

\$40,000 to	1
\$79,999	

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](#)

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Screen ID: CRA-HACC-QVP1

Version: 2024-05-24

NANAIMO BRAIN INJURY SOCIETY
OPERATIONS BUDGET
2025/26

	Current Year Budget 2025/26
REVENUE	
Island Health	268,890
Gaming Revenue	92,700
United Way	27,400
Brain Injury Alliance	101,540
Other Grants	34,690
Donations & Fundraising	115,100
Other Revenue (Note #1)	47,532
Permissive Tax Exemption	7,276
TOTAL REVENUE	695,128

	Current Year Budget 2025/26
EXPENSES	
Accounting & Legal	7,000
Advertising	500
Bank & Interest Charges	425
Food & Beverage	200
Insurance	5,500
Licences, Dues, Fees & Permits	460
Office supplies & Expenses	25,510
Program Expenses	68,574
Property Tax	7,276
Rent	52,500
Salaries, MERCs & Benefits	490,503
Wages - Sub-contracts	11,580
Staff Training	2,400
Event Expenses	17,300
Telephone & Internet	4,300
Travel	1,100
TOTAL EXPENSES	695,128

Note #1:

Other Revenue: Bank Interest/Rental Income/Internally restricted funds

Nanaimo Brain Injury Society
Compiled Financial Information
March 31, 2024

To the Directors of Nanaimo Brain Injury Society:

On the basis of information provided by management, we have compiled the statement of financial position as at March 31, 2024, and the statements of financial position, operations and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial 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.

Nanaimo, British Columbia

June 12, 2024



Chartered Professional Accountants

Nanaimo Brain Injury Society

Statement of Financial Position

As at March 31, 2024

	2024	2023
Assets		
Cash		
Cash	486,095	265,479
Accounts receivable	36,505	19,685
Prepaid expenses	7,560	10,477
Goods and services tax receivable	3,625	2,646
	533,785	298,287
Capital assets	13,345	15,993
	547,130	314,280
Liabilities		
Current		
Accounts payable and accruals	17,308	6,043
Wages and benefits payable	17,984	21,683
	35,292	27,726
Deferred contributions	290,280	126,112
	325,572	153,838
Net Assets		
Unrestricted	2,558	23,342
Internally restricted	219,000	137,100
	221,558	160,442
	547,130	314,280

Nanaimo Brain Injury Society
Statement of Operations
For the year ended March 31, 2024

	2024	2023
Revenue		
Brain Injury Program	271,062	176,176
Grant revenue	147,893	107,239
Gaming revenue	87,500	75,000
Brain Injury Alliance	86,800	73,250
Donations	86,950	50,170
Fees for service	300	18,650
Permissive tax exemption revenue	7,789	4,359
Other revenue	5,981	3,755
Interest income	3,784	1,440
	698,059	510,039
Expenses		
Accounting and legal	6,880	3,648
Advertising	1,377	4,090
Amortization	6,591	6,636
Bad debts	-	1,200
Bank charges and interest	388	463
Food and beverage	11	55
Insurance	4,600	4,051
Licences and dues	326	276
Office supplies and expenses	24,597	23,535
Program expenses	52,578	18,657
Property tax	7,789	4,359
Rent	48,419	47,211
Salaries and benefits <i>(Note 2)</i>	436,222	349,822
Special events	21,177	1,967
Staff training	3,361	826
Subcontracts	23,039	41,337
Telephone	3,864	3,413
Licences and fees	158	-
Travel	5,234	698
	646,611	512,244
Excess (deficiency) of revenue over expenses before other items	51,448	(2,205)
Other items (loss)		
Loss on disposal of capital assets	(326)	(255)
Administrative grant revenue	88,295	-
Administrative grant expenses	(78,301)	-
	9,668	(255)
Excess (deficiency) of revenue over expenses	61,116	(2,460)

Nanaimo Brain Injury Society
Statement of Changes in Net Assets

For the year ended March 31, 2024

	<i>Internally Restricted</i>	<i>Unrestricted</i>	2024	2023
Net assets, beginning of year	137,100	23,342	160,442	162,902
Excess (deficiency) of revenue over expenses	-	61,116	61,116	(2,460)
Internal transfers	81,900	(81,900)	-	-
Net assets, end of year	219,000	2,558	221,558	160,442

Nanaimo Brain Injury Society
Notes to the Compiled Financial Information
For the year ended March 31, 2024

1. Basis of accounting

The basis of accounting applied in the preparation of the financial information of Nanaimo Brain Injury Society as at March 31, 2024 is on the historical cost basis, reflecting cash transactions with the addition of:

- accounts receivable less an allowance for doubtful accounts
- prepaid expenses and deposits
- capital assets amortized over their useful life
- accounts payable and accrued liabilities
- deferred contributions

2. Director, employee and contractor compensation

During the year, the Society paid \$81,658 (2023 – \$0) to one employee whose salaries were greater than \$75,000.