

**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): Amie Armet

Position: Executive Director

Mailing Address: PO Box 37020 Country Clu City: Nanaimo

Postal Code: V9T6N4

Email: amie@nanaimoscience.org

Phone: 7782682289

PROPERTY INFORMATION

Civic Address: Unit 26 Country Club Centre 3200 Island Highway Folio:

Legal Description:

Registered Owner (if different from applicant): Northwest Properties Ltd.

ORGANIZATION INFORMATION

Organization Name: Nanaimo Science and Sustainability Society

Representative Name: Amie Armet

Email: amie@nanaimoscience.orgis the Organization a registered Society? ☒ Yes - Registration No.: S-56147 ☐ NoIs the Organization a Registered Charity? ☒ Yes - Registration No.: 827890054 ☐ No

Number of full-time staff: 4

Number of part-time staff: 5

Number of community volunteers: 30

Number of volunteer hours/Year: 600

Please provide a brief description of the organization's mandate:

Nanaimo Science offers hands-on science outreach programs to children and families

How is the organization funded?

Through grants, donations and fee for service programs. See additional document for more info #1

What other organizations provide similar programs and services?

VIU (Deep Bay) and NatureKidsBC offer STEM and Outdoor Education but in a different format.

OTHER GRANT APPLICATION

Revenue Services | pte@nanaimo.ca

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
Summer Day Camp	\$ 70/day	
School Field Trip	\$ 150/hour/class	
Homeschool Programs	\$ 18/hour	

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

See extra document #2

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
2024	\$ <input checked="" type="checkbox"/>	Other grant - park rentals for 36 hours/105 hours
2021	\$ <input checked="" type="checkbox"/>	\$1000
	\$ <input checked="" type="checkbox"/>	Other grant - park rentals for 36 hours/105 hours

GRANT REQUEST

Amount of grant requested: **A** 100 hours of park usage

☐ Capital grant ☐ Community event funding ☐ Educational funding ☐ Emergency funding

☒ In-kind funding for facility rental

Facility address: City of Nanaimo Parks (Bowen, Colliery, Neck Point etc)

Rental dates & times: daytime during spring, summer and fall

☐ Other:

Proposed use of funding:

Cover costs of park rental during our FREE Science in the Park programs

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

See answer #3

OTHER GRANT APPLICATION

Revenue Services | pte@nanaimo.ca

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

See answer #4

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

Organization Name	Amount Requested	Status of Request
BC Gaming Grant 2024-25	\$ 11500	Approved
Regional District of Nanaimo	\$ 3200	ongoing
ECO Canada	\$ 5000	pending

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

Apr 25, 2025

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

**Other Grant application – continued information
(application form's fields not set up for multiple lines)
Nanaimo Science and Sustainability Society**

1. How is the organization funded?

Nanaimo Science is funded through a combination of grants, sponsorships, and social enterprise programs. Our Science in the Park program in particular has been substantially covered through either Canada Summer Jobs grants, or, through the Canada Parks and Recreation Association Youth Employment Experience, and ECO Canada Co-op positions. Funding can ebb and flow, however, we have been successful in securing continued funding for our core staff team.

Our social enterprises include the activities listed in the “fee for service” section of our application. We almost always “sell out” of program spots, and are fortunate that the demand that families and schools have shown for our programs. These programs bring in revenue that supports costs that are not covered by grants.

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

Nanaimo Science employs a multifaceted approach to generate revenue, combining program fees, event services, and community support. Here's an overview of their current and planned revenue-generating activities:

1. Educational Programs and Workshops

- **Homeschool Classes:** Offering workshops for various age groups, such as the Winter 2025 sessions priced at \$18 per 1-hour workshop for primary students and \$28 per 90-minute workshop for intermediate students.
- **After-School Programs:** Providing structured science education outside regular school hours, with fees contributing to the organization's income.
- **Summer Camps:** A major source of revenue, our week-long summer camps offer hands-on science experiences for children throughout July and August. These camps are consistently in high demand and form the core of our seasonal operations.

2. Community Events and Services

- **Birthday Parties:** Hosting science-themed parties at their studio, including a 1-hour private program led by an Outreach Educator

- **Science on the Move:** Bringing hands-on science activities to community events, offering interactive challenges and demonstrations, which can serve as both outreach and a revenue stream.

3. Sponsorships and Donations

- **Sponsorship Opportunities:** Engaging local businesses and individuals to sponsor programs or events.
- **Donations:** Accepting contributions to support operations, program development, and equipment purchases, emphasizing community involvement in sustaining their mission.

4. Grants and External Funding

- Actively pursuing grants from various agencies to fund specific projects or general operations, ensuring the continuation and expansion of their educational offerings.

Through these diverse revenue streams, Nanaimo Science continues to inspire and educate the community about science and sustainability.

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

This funding will help allow Nanaimo Science to offer **free access to our Science in the Park program** by covering park rental fees for spring, summer, and fall events. These outdoor, drop-in science experiences are designed to engage community members of all ages with hands-on activities at local greenspaces—both familiar and new to them.

By removing financial and location barriers, we can reach a **broad cross-section of the community**, including families, youth, and newcomers. Participants explore locally relevant science topics such as ecology, biodiversity, climate, and geology—fostering a deeper understanding of and care for the natural environment in their own neighbourhoods. This promotes **environmental stewardship**, encourages outdoor learning, and builds connections between people and place.

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

If we do not receive this funding, we may need to reduce the number of free Science in the Park events or introduce fees, limiting access for many families. We would also explore alternative

locations in other cities with lower or no park rental fees, but this could reduce our ability to serve the local community and engage residents in their own natural environments. This would impact our goal of fostering environmental stewardship and increasing local awareness of science.



Government
of Canada

Gouvernement
du Canada

[Home](#) > [Canada Revenue Agency](#) > [Charities and Giving](#) > [Search](#)

> [T3010 Registered Charity Information Return](#)

Nanaimo Science and Sustainability Society — Quick View

[Charity's detail page](#)

Registration no.:

827890054 RR 0001

Status:

Registered

Effective date of status:

2011-05-10

Type of qualified donee:

Charity

Designation:

Charitable organization ⓘ

Website:

Reporting period views

Quick View

2023-12-31

[2022-12-31](#)

[2021-12-31](#)

[2020-12-31](#)

[2019-12-31](#)

Full View

2023-12-31

2022-12-31

2021-12-31

2020-12-31

2019-12-31

Reporting period ending: 2023-12-31

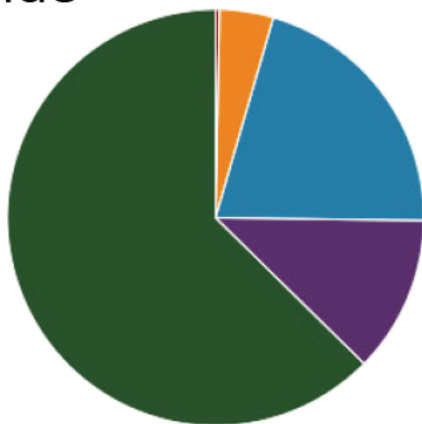
Programs and activities:

Ongoing programs:

SCIENCE-BASED EDUCATIONAL SUMMER CAMPS, AFTER SCHOOL AND IN-SCHOOL PROGRAMS(SCIENCE ON THE MOVE) AND SPECIAL EVENTS ACTIVITIES AND OTHER DROP-IN EVENTS THESE ACTIVITIES WERE DESCRIBED IN A NOV 12/13 LETTER TO CRA AND APPROVED PER 15/13 RESPONSE FROM CRA

New programs:

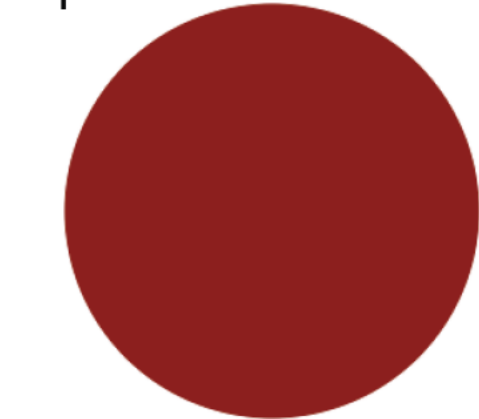
Revenue



- Receipted donations \$1,224.00 (0.31%)
- Non-receipted donations \$16,282.00 (4.17%)
- Gifts from other registered charities \$80,970.00 (20.74%)
- Government funding \$47,407.00 (12.14%)
- All other revenue \$244,569.00 (62.64%)

Total revenue: \$390,452.00

Expenses



- Charitable programs \$350,985.00 (100.00%)
- Management and administration \$0.00 (0.00%)
- Fundraising \$0.00 (0.00%)
- Gifts to other registered charities and qualified donees \$0.00 (0.00%)
- Grants made to non qualified donees (grantees) \$0.00 (0.00%)
- Other \$0.00 (0.00%)

Total expenses: \$350,985.00

Compensation

Total compensation for all positions **\$263,130.00**

Full-time employees	4
Part-time employees	7

Professional and consulting fees **\$3,614.00**

Compensated full-time positions:

\$1 to \$39,999	3
\$40,000 to \$79,999	1

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: 2024-05-24

Revenue		Approved 2025 Budget
District-Wide Programs		
	Grade 2 Tinkering	
	Grade 5 Citizen Science	
	Grade 6 Environmental Protection	
	Grade 7 Healthy Streams (10 classes)	
	SUBTOTAL SD68	\$0.00
Science on the Move - In & After School Programs		
	In-School Activities	\$4,000.00
	Science Shows	\$1,800.00
	Preschool	\$1,500.00
	Sponsored programs (NatureTech/TD)	\$4,940.00
	After-School Programs	\$2,000.00
	SUBTOTAL IN & AFTER SCHOOL PROGRAMS	\$14,240.00
Science on the Move - Community Events		
	Woodgrove/Country Club Centre	\$1,500.00
	Sunset Cinema	\$2,400.00
	Community SOM Programs	\$7,500.00
	SUBTOTAL COMMUNITY EVENTS	\$11,400.00
Camp Revenue		
	March Break	\$9,800.00
	Summer Break	\$140,000.00
	External Summer Camps	\$21,000.00
	Winter Break	\$4,850.00
	Pro-D Camps	\$5,880.00
	Stay and Play	\$3,000.00
	SUBTOTAL CAMPS	\$181,530.00
Workshop & Weekends		
	Preschool	

Revenue		Approved 2025 Budget
	Birthday Parties	\$9,800.00
	After School Clubs	\$5,000.00
	Other Workshops	\$500.00
	Saturday Morning Science	\$1,200.00
	Weekend Workshops	\$1,500.00
	Date Nights	
	SUBTOTAL WORKSHOPS & WEEKENDS	\$18,000.00
Homeschool Programs		
	Spring Term	\$5,500.00
	Fall Term	\$6,000.00
	Winter Term	\$4,750.00
	High School	
	Other homeschool bookings	\$2,500.00
	SUBTOTAL HOMESCHOOL	\$18,750.00
Science in the Park		
	RDN Science in the Park (off-season)	\$2,000.00
	Public donations	\$250.00
	SUBTOTAL Science In the Park	\$2,250.00
Special Events		
	Science Sunday Expo	\$10,000.00
	Other Special Events	\$1,000.00
	Costume Boo-Tique	\$2,000.00
	SUBTOTAL SPECIAL EVENTS	\$11,000.00
Sponsorships		
	Van Insurance	\$1,600.00
	Gas Cards	\$2,000.00
	Mid Island Co-Op	\$6,000.00
	SUBTOTAL SPONSORSHIPS	\$9,600.00
General Grants		
	BC Gaming	\$25,500.00

Revenue		Approved 2025 Budget
	Canada Summer Jobs*	\$20,000.00
	CCCU	\$1,000.00
	Pacific Salmon Foundation	\$3,500.00
	BC Hydro	
	Other Grants	\$5,000.00
	TD Friends of the Environment	
	Local Business Sponsorship	\$10,000.00
	ECO Canada Employee	\$17,000.00
	CPRA Employees	\$8,000.00
	Other Wage Funding	\$5,000.00
	SUBTOTAL GENERAL GRANTS	\$90,000.00
Other Revenue		
	Interest	\$1,600.00
	Corporate Donations	
	Donations - Boo-Tique	
	Donations - General	\$2,000.00
	Membership	\$400.00
	Misc. Revenue (Sales)	
	SUBTOTAL OTHER REVENUE	\$4,000.00
TOTAL REVENUE		\$360,770.00
EXPENSES		
Staffing		
	Executive Director	\$54,600.00
	Senior Outreach Coordinator/Camp Coordinator	\$39,732.00
	Sustainability Co-op Educator	\$16,340.00
	Outreach Coordinator	\$27,993.00
	Outreach Educator (2)	\$5,600.00
	Outreach Educator (3)	\$36,120.00
	Summer camp educator (1)	\$9,030.00
	Summer camp educator (2)	\$9,030.00

Revenue		Approved 2025 Budget
	Summer camp educator (3)	\$8,578.50
	Summer camp educator (4)	
	Summer camp educator (5)	\$8,578.50
	*Summer camp educator (6)	
	*Summer camp educator (7)	
	*Summer camp educator (8)	\$8,578.50
	Science in the Park Coordinator	\$10,535.00
	Nature Guide (1)	\$10,008.25
	Nature Guide (2)	\$10,008.25
	Casual	\$11,438.00
		\$266,170.00
	Vacation Pay -4%	\$10,646.80
	EI expense 2.5%	\$5,988.83
	CPP expense 5%	\$13,308.50
	WCB expense	\$600.00
	Employee Wellness Benefit	\$2,750.00
	SUBTOTAL STAFFING	\$33,294.13
Science on the Move Van		
	Mobile - vehicle costs (insurance)	\$3,000.00
	Mobile - Vehicle fuel +parking	\$1,500.00
	Mobile - Travel (per diems)	
	Van Maintenance	\$2,000.00
	SUBTOTAL SOM VAN	\$6,500.00
Additional Space Rent		
	Camps - Spring Break	\$0.00
	Camps - Summer Break	\$8,000.00
	Camps - Winter Break	\$0.00
	Camps - Pro-D	\$0.00
	SUBTOTAL RENT	\$8,000.00
Science Studio Expenses		
	Studio - rent	\$31,500.00
	Studio - Exhibits	

Revenue		Approved 2025 Budget
	Studio - custodial	\$1,000.00
	SUBTOTAL STUDIO	\$32,500.00
Program Supplies		
	District-Wide Programs	\$0.00
	Science on the Move - In & After School Programs	\$1,000.00
	Science on the Move - Community Events/Workshops	\$500.00
	SOM - Preschool	\$200.00
	Camps - Spring Break	\$200.00
	Camps - Summer Break	\$2,000.00
	Camps - Winter Break	\$200.00
	Camps - Pro-D	\$250.00
	Weekend Programs	\$500.00
	Homeschool - Spring	\$200.00
	Homeschool - Fall	\$200.00
	Homeschool - Winter	\$200.00
	Science in the Park	\$1,500.00
	Special events	\$2,500.00
	Studio - Club supplies	\$100.00
	Studio - Birthday supplies	\$500.00
	Grant-Funding Purchases	
	SUBTOTAL PROGRAM SUPPLIES	\$10,050.00
Administrative & Other Expenses		
	Accounting/Bookkeeping/Legal	\$2,500.00
	Bookkeeping software	\$408.00
	Payroll Service	\$1,600.00
	Advertising	\$250.00
	Bank fees	\$25.00
	Registration Fees (Amilia)	\$9,000.00
	First Aid (equipment)	\$350.00
	Hydro	\$1,000.00
	PO Box Rental	\$220.00
	Web, internet, telephone	\$2,000.00
	Insurance - liability/Board	\$2,500.00

Revenue		Approved 2025 Budget
	Office supplies & Computer	\$1,000.00
	Office sundries	\$300.00
	Laundry	\$480.00
	Printing - General	\$500.00
	Staff appreciation (meals)	\$1,500.00
	Staff training/ProD (including First Aid training)	\$500.00
	Storage	\$1,020.00
	Uniforms	\$200.00
	Miscellaneous [1]	\$200.00
	Cash Short/Over	
	SUBTOTAL ADMINISTRATIVE & OTHER	\$25,553.00
	TOTAL COSTS	\$382,067.13
	Surplus/Deficit	-\$21,297.13

[1] Includes association memberships

Nanaimo Science & Sustainability Society

Income Statement 2024-01-01 to 2024-12-30

REVENUE

School District Revenue

School District 68 - General	14,546.00
Total SD Revenue	14,546.00

SOM - In and After School

SOM - In School	4,135.00
SOM - Afterschool Programs	4,389.00
SOM - Preschool	1,400.00
SOM - Sponsored programs	766.00
SOM In & Afterschool Total	10,690.00

SOM Community Events

SOM - Woodgrove	3,650.00
SOM - Science Shows	1,200.00
SOM - Sunset Cinema	1,800.00
SOM - General Group Bookings	3,095.00
SOM - Community Groups	1,000.00
SOM Community Total	10,745.00

Camp Revenue

March Break Camps	10,220.00
Summer Camps	139,964.00
Winter Break Camps	7,274.00
Pro D Day Camps	4,570.00
Camp Revenue - Other Camps	2,650.00
Camp Revenue Total	164,678.00

Studio Workshops & Weekends

Birthday Parties	6,285.00
Studio Afterschool Programs	6,710.00
Saturday Morning Science	4,310.00
Studio Workshops & Weekends Total	17,305.00

Homeschool Programs

HS - Spring Term	4,541.00
HS - Fall Term	7,922.00
HS - Winter Term	4,946.00
HS - Highschool	180.00

Homeschool Programs Total	<u>17,589.00</u>
 Science in the Park	
SIP - BC Ferries	3,600.00
SIP - Community Groups	1,305.00
SIP - Regional District of Nanaimo	2,750.00
Science in Park Donations - General	94.15
Total Revenue Science in the Park	<u>7,749.15</u>
 Special Events	
Sunday Science Expo	11,748.00
Other Special Event	1,000.00
Special Events Total	<u>12,748.00</u>
 Sponsorships	
Van Insurance Sponsorship	1,672.88
Mid Island Co-op Sponsorship	2,000.00
Total Sponsorships	<u>3,672.88</u>
 General Grants	
Canada Summer Jobs	27,349.00
BC Gaming	25,500.00
TD Friends of the Environment	355.00
CPRA Employees	9,329.15
Local Business Sponsorship	3,375.00
ECO Canada Employee	23,255.00
General Grants-Pacific Salmon Fdn	1,050.00
General Grants-BC Hydro Grant	2,000.00
Get BC Working Grant	3,600.00
Other Wage Funding	115.00
General Grants Total	<u>95,928.15</u>
 Other Revenue	
Interest - Savings Accounts	1,199.55
Donations - General	12,749.00
Misc. Revenue	42.49
Other Revenue Total	<u>13,991.04</u>
 TOTAL REVENUE	<u>369,642.22</u>

EXPENSE

Staffing Salaries

Executive Director	60,465.87
--------------------	-----------

Outreach Coordinator	<u>27,243.69</u>	
Total Full-time Salary Expense		87,709.56
Outreach Educator (1)		51,580.24
Outreach Educator (2)		16,835.00
Outreach Educator (3)		3,306.00
Outreach Educator (4)		3,690.00
Summer Camp Leader (1)	6,636.70	
Summer Camp Leader (2)	6,877.05	
Summer Camp Leader (3)	6,982.50	
Summer Camp Leader (4)	7,375.80	
Summer Camp Leader (5)	8,334.83	
Summer Camp Leader (6)	7,990.45	
Summer Camp Leader (7)	6,935.57	
Nature Guide (1)	11,135.33	
Nature Guide (2)	7,813.18	
Science in the Park Coordinator	<u>6,035.25</u>	
Summer Staff Salary Expense		76,116.66
Casual		<u>5,153.25</u>
Staffing Salary Expense Total		<u>244,390.71</u>

Staffing - Payroll Expenses

Vacation Pay - 4%		9,194.24
Employer EI Expense (1.4)		5,539.27
Employer CPP Expense 5.95%		14,067.43
WCB Expense		519.60
Wellness Plan Taxable Benefit		<u>5,004.50</u>
Total Staffing - Payroll Expense		<u>34,325.04</u>

SOM Van

Insurance - Van		3,831.03
Fuel - Van		1,235.65
Parking - Van		64.05
Maintenance & Equipment		<u>2,159.23</u>
SOM Van Expense Total		<u>7,289.96</u>

Space Rentals

Space Rental - Summer Camps		12,106.65
Space Rental - Pro D Day Camps		<u>237.13</u>
Total Space Rental Expense		<u>12,343.78</u>

Studio Expenses

Studio - Rent		33,250.00
Studio - Custodial/Maintenance		<u>916.76</u>
Total Studio Expenses		<u>34,166.76</u>

Program Supplies

Supplies - District Programs	66.04
Supplies - SOM In/After School	1,836.48
Supplies - SOM Community	556.96
Supplies - SOM Preschool	256.76
Supplies - Spring Break Camps	37.34
Supplies - Summer Break Camps	2,191.55
Supplies - Winter Break Camps	-45.22
Supplies - Pro D Camps	160.53
Supplies - Workshops	19.65
Supplies - Weekend Programs	38.28
Supplies - Homeschool Spring	312.18
Supplies - Homeschool Fall	343.68
Supplies - Homeschool Highschool	47.34
Supplies - Homeschool Winter	254.56
Supplies - Clubs	32.55
Supplies - Science in the Park	356.78
Supplies - Science Sunday Expo	263.32
Supplies - Exhibits	25.00
Supplies - Special Events	2,129.41
Supplies - Birthday Parties	210.91
Supplies - Studio Program	2,219.17
Total Supplies Expense	11,313.27

Administrative Costs

Accounting/Bookkeeping/Legal	1,090.00
Payroll Service	1,810.48
Advertising/Website	135.17
Amazon Prime Subscription	170.78
Bank Fees	13.82
Registration Fees (Amelia)	9,725.44
Equipment	33.25
Hydro	745.36
PO Box Rental/Postage	189.49
Web/Internet/Phone	2,985.21
Insurance - Liability & Board	2,665.63
Travel - general	3.00
Office Supplies	804.97
Computer Supplies	928.50
Office sundries	650.34
Printing - General	308.58
Association Memberships	312.82
Staff Training	90.00

First Aid	480.57
Uniforms	532.82
Staff Appreciation	2,776.22
Storage	1,097.34
Miscellaneous Expense	6.69
Cash Short / Over	0.01
Total Administrative Expenses	<u>27,556.49</u>
 TOTAL EXPENSE	 <u>371,386.01</u>
 NET INCOME	 <u><u>-1,743.79</u></u>

Generated On: 2025-04-18