

**COMMUNITY GRANT REVIEW COMMITTEE MEETING**

May 11, 2016 at 7:00 pm
Location: Council Chamber

Agenda

<i>Item</i>	<i>Pg</i>
1. Call to Order	
2. Approval of Agenda	
3. Approval of Minutes	1
• November 18, 2016	
4. Community Grant Applications	7
• Staff Report	
5. Category B Grant Applications:	
• Presentations from the following groups:	
○ Communica: Dialogue and Resolution Services	9
○ Harmony Project Society	21
○ Rotary Club of Sooke	29
○ Scouts Canada – Camp Barnard	41
○ Sooke Saltwater Series	59
○ Sooke Region Community Health Network	69
○ Sooke River Bluegrass Festival	77
○ Sooke Transition Town Society	91
• Committee discussion	
6. Public Input	
7. Schedule Next Meeting: TBD	
8. Adjournment	



DISTRICT OF SOOKE
COMMUNITY GRANT REVIEW COMMITTEE
Minutes of Meeting held
November 18, 2015 at 7:00 pm
Council Chamber, 2225 Otter Point Road, Sooke

Committee Members Present:

Councillor Kerrie Reay, Chair
Councillor Bev Berger
Patricia Baye

Absent: Alex Chandler

Staff: Brent Blackhall, Deputy Director of Finance
Sarah Temple, Finance and Administration Assistant (recorder)

1. Call to Order

The meeting was called to order at 7:05 p.m.

2. Approval of the Agenda:

MOVED and seconded to approve the agenda as circulated.
CARRIED UNANIMOUSLY

3. Approval of Minutes

MOVED and seconded to approve the minutes of October 21, 2015 as circulated.
CARRIED UNANIMOUSLY

4. Staff Report/Presentation:

Chair Kerrie Reay welcomed those in attendance and introduced members of the Community Grant Review Committee.

Chair Reay stated that the Committee will be conducting a review of existing Category A Grants to ensure they continue to meet the purpose of the program and to provide opportunity for new applications. Chair Reay further advised that Council makes the final decision as to the disbursement of funding for the Community Grants.

Brent Blackhall reviewed the eligibility criteria for Category A Community Grants and provided an overview of the review procedures, as outlined in Policy 5.1, *Community Grant Program Policy, 2013*. Mr. Blackhall provided a report outlining the existing Category A requests for grant funding.

Category A Grant Review:

By General Consensus, the Committee agreed to allow organizations in attendance an opportunity to address the Committee. The Committee reviewed the most recent applications and final reports from the following groups:

EMCS – Youth Engagement Project (requested amount \$7,000)

Infinity Logan addressed the Committee and spoke on behalf of the Youth Engagement Project. Ms. Logan reported on the success of the program over the past year and shared examples of the Project's activities.

Committee discussion:

- Clarification of expenses and revenues.
- Discussion of 12% administration fee.
- Discussion as to downloading of Provincial (Ministry of Education and SD62) responsibility.
- Discussion of the role of the EMCS Society.

MOVED to recommend that Council award the EMCS Youth Engagement Project a Category A grant in the amount of \$3,500 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Sooke Residents in Need – Victims Services Program (requested amount \$8,323)

Christine Rafuse, addressed the Committee and spoke on behalf of the Sooke Residents in Need Society, both the Victims Services and Crisis Centre programs. Ms. Rafuse shared that the Victims Services program covers the area from Port Renfrew to Beecher Bay and that their intention is to ask the Capital Regional District for increased funding, so the program is less reliant on Sooke funds.

Committee Discussion:

- Clarification of Crisis Centre expenses and the demographics of those it serves.
- Discussion as to downloading of provincial responsibility.
- The Committee encouraged the organization to apply for funding from other levels of government.

MOVED to recommend that Council award the Sooke Residents in Need Society – Victims Services Program a Category A grant in the amount of \$8,323 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

AND FURTHER THAT COUNCIL advocate for other levels of government and governmental agencies, such as the Capital Regional District and the RCMP, to assist in funding this program.

CARRIED UNANIMOUSLY

Sooke Residents in Need Society – Sooke Crisis Centre (requested amount \$6,120)

MOVED and seconded to recommend that Council award the Sooke Residents in Need Society – Sooke Crisis Centre a Category A grant in the amount of \$6,120 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Sooke Region Food CHI (requested amount \$7,000)

Britton Jacob-Schram, addressed the Committee and spoke on behalf of the Sooke Region Food CHI's *Grow a Row* program. Ms. Jacob-Schram reported the program had a successful year and shared statistics on the amounts of food donated to local non-profits. Ms. Jacob-Schram also read testimonials from organizations that benefit from the *Grow a Row* program.

Committee discussion:

- Discussion of account balances shown on Financial Statements.
- Clarification of expenses for *Grow a Row* program. Discussion of the role of the *Grow a Row* coordinator.
- The Committee encouraged the *Grow a Row* program to continue their good work and to apply for a Category B grant for capital expenditures in 2016 if they experience funding shortfalls.

MOVED to recommend that Council **not** award the Sooke Region Food CHI a Category A grant.

CARRIED UNANIMOUSLY

Sooke Fine Arts Society (requested amount \$7,000)

Catherine Keogan addressed the Committee and spoke on behalf of the Sooke Fine Arts Society. Ms. Keogan provided an overview of the year's successes as well as upcoming events, including the celebration of Sooke Fine Arts Society's 30th anniversary in 2016. Ms. Keogan advocated for continued funding for the Sooke Fine Arts Society as it improves the cultural life of Sooke, fosters community pride and generates a positive economic impact.

Committee discussion:

- Discussion of relationship between municipal funding, BC Gaming funds and Canadian Heritage funding.
- Discussion of economic impact of the Sooke Fine Arts Show.
- The Committee encouraged the Sooke Fine Arts Show to apply for Category B grant funding for capital expenditures should they experience funding shortfalls in the future.
- At the request of the Committee, Ms. Keogan provided letters of support to Mr. Blackhall.

Action Item: Staff to include letters of support for the Sooke Fine Arts Show on the December 14 Regular Council agenda.

MOVED to recommend that Council award the Sooke Fine Arts Society a Category A grant in the amount of \$3,500 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

NEED2 – Suicide Prevention, Education and Awareness (requested amount \$3,184)

Jane Arnott addressed the Committee and spoke on behalf of the NEED 2 Suicide Prevention, Education and Awareness program. Ms. Arnott shared that NEED 2 will present to Grade 8 and Grade 10 students at Journey Middle School and EMCS in the coming school year. NEED 2 also offers online emotional support to youth across the region. Ms. Arnott stated that NEED 2 receives municipal funding from every municipality in Greater Victoria.

Committee discussion:

- Discussion of diversification of funders.
- Discussion of percentage of funding received from each municipality in relation to the population of each municipality.
- The Committee encouraged NEED 2 to approach other levels of government and government agencies, specifically VIHA and the Ministry of Children and Family Development, for funding.
- Discussion of amount of funding vs. amount paid by each municipality.
- Online component allows access to people every night from 6-12. Open when others aren't open, accessible to those who live remotely.

MOVED to recommend that Council award NEED2 – Suicide Prevention, Education and Awareness a Category A grant in the amount of \$1,592 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan

CARRIED UNANIMOUSLY

MOVED TO recommend that Council direct staff to write a letter to Island Health requesting

support for NEED 2;

AND FURTHER THAT Council engage with other municipalities in sending this letter of support;

AND FURTHER THAT the letter be copied to NEED2.

CARRIED UNANIMOUSLY

Sooke Food Bank Society – Milk Program (requested amount \$10,000)

Committee discussion:

- Discussion as to the low overhead associated with a volunteer-run organization.
- Discussion as to District of Sooke funding being matched dollar-for-dollar by Island Farms.

MOVED to recommend that Council award the Sooke Food Bank Society – Milk Program a Category A grant in the amount of \$10,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Citizens on Patrol/Speedwatch Sooke (requested amount \$2,800)

Committee discussion:

- Discussion as to the low overhead associated with a volunteer-run organization. Expenses incurred are to reimburse volunteers for out-of-pocket expenses.

MOVED to recommend that Council award the Citizens on Patrol/ Speedwatch Sooke a Category A grant in the amount of \$2,800 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

EMCS Student Art Bus Shelter Project (requested amount \$1,925.87)

Committee discussion:

- The EMCS Student Art Bus Shelter has historically come before the Community Grants Committee as a Category B grant.
- Discussion of ownership of the Transit Shelter frames that house the student art.

MOVED to recommend that Council **not** award the EMCS Student Art Bus Shelter Project a Category A grant;

AND TO encourage the EMCS Student Art Bus Shelter to continue to apply as a Category B Community Grant in April 2016.

CARRIED UNANIMOUSLY

Greater Victoria Bike to Work Week Society (requested amount \$300)

Committee discussion:

- Discussion as to benefit to Sooke, given the distance from Sooke to Victoria.
- Discussion of the location of Celebration Stations and other Bike to Work Week events.

MOVED to recommend that Council **not** award the Greater Victoria Bike to Work Week Society a Category A grant.

CARRIED UNANIMOUSLY

JDF Regional Park Watch Society (requested amount \$5,000)

Committee discussion:

- Discussion as to the location of each of the parks covered by Park Watch.
- Discussion of the benefits of Park Watch, which prevents crimes of opportunity.

MOVED to recommend that Council award the Juan de Fuca Park Watch Society a Category A grant in the amount of \$1,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Sooke Community Arts Council (requested amount \$4,000)

Committee discussion:

- The Sooke Community Arts Council covers the area from East Sooke to Port Renfrew.
- All municipal funding is matched by BC Arts Council.
- Discussion of expense item in budget for "grants".
- The Committee encouraged the Sooke Community Arts Council to diversify their revenues.

MOVED to recommend that Council not award the Sooke Community Arts Council a Category A grant.

CARRIED UNANIMOUSLY

Sooke Lions Club – Canada Day (requested amount \$5,000)

Committee discussion:

- Discussion as to the low percentage of overall budget being requested.
- Canada Day is a free event for the entire community.

MOVED to recommend that Council award the Sooke Lions Club – Canada Day a Category A grant in the amount of \$5,000 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Sooke Family Resource Society (requested amount \$5,000)

Committee discussion:

- Discussion of provincial downloading of responsibility.
- Discussion as to the role of Island Health in providing prenatal services.
- Discussion as to the accessibility of prenatal services through visits to family doctors and the hospital. Further discussion as to the challenges of isolated families without access to a means of transportation for doctor and hospital visits.

Mary Brooke, Sooke resident, spoke in support of prenatal services which she believes are an important supplementary service to what people receive from their doctor. Ms. Brooke also stated that pre and post natal programs offer social supports for families.

Action Item: That the Council representative on the Primary Health Care Services Working Group encourage the Group to advocate for improved prenatal services in Sooke.

MOVED to recommend that Council award the Sooke Family Resource Society a Category A grant in the amount of \$2,000 for program materials and supplies for 2016 and 2017 only, contingent upon Council's approval of the 2016-2020 Five Year Financial Plan;

AND FURTHER TO award an additional \$600 for program transportation for 2016 and 2017 only, contingent upon Council's approval of the 2016-2020 Five Year Financial Plan, subject to clarification of the program transportation funds supporting getting mothers and

babies to prenatal programming;

AND FURTHER TO encourage Sooke Family Resource Society to seek provincial funding for prenatal services.

CARRIED UNANIMOUSLY

Vancouver Island South Film and Media Commission (requested amount \$1,000)

Committee discussion:

- Discussion of economic development benefits and promotional exposure for Sooke.

MOVED to recommend that Council award the Vancouver Island South Film and Media Commission a Category A grant in the amount of \$500 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED UNANIMOUSLY

Sooke Transition Town Society (Wild Wise Sooke)

Committee discussion:

- Clarification of existing Category A grant originally awarded to the BC Conservation Foundation and subsequent change to Wild Wise Sooke, along with the new Category A grant application for Wild Wise Sooke.
- Discussion of the varied roles of Wild Wise Sooke and the Conservation Officer.

MOVED and seconded to recommend that Council award the Sooke Transition Town Society (Wild Wise Sooke) a Category A grant in the amount of \$2,925 contingent upon Council's approval of the 2016-2020 Five Year Financial Plan.

CARRIED

Ms. Baye opposed the motion.

Public Input:

Mary Brooke, Sooke resident, addressed the Committee and spoke in support of efforts to prevent youth suicide. Ms. Brooke stated that Sooke youth are at a disadvantage when compared to their Greater Victoria counterparts because of the distance to services, social and economic opportunities. Ms. Brooke stated her support for Sooke paying more than its "per capita" share of the funding for the NEED 2 Suicide Prevention, Education and Support program.

10. Next Scheduled Meeting: To be determined

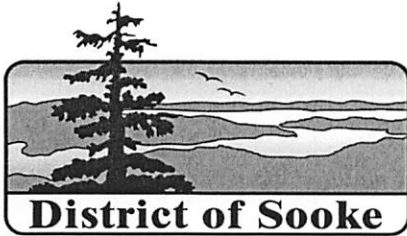
11. Adjournment:

MOVED and seconded to adjourn the meeting at 10:02 p.m.

CARRIED UNANIMOUSLY

Kerrie Reay
Chair

Tina Hansen
Acting Corporate Officer



To: Community Grant Program Review Committee
 From: Financial Services Department
 Date: May 11, 2016
 Re: **Community Grants Program Applications**

The Community Grant Program is designed to assist organizations to improve the well being of the community as a whole through community projects, programs, services, activities or events located primarily in the District of Sooke.

The Community Grants Program has two categories of funding; Category A (annual grants - program type) and Category B (bi-annual grants - project type). The first intake for Category B grants is April 30th.

1. Category B grants – April 30, 2016 applications

The 2016 budget for Category B grants is \$50,000. The table below is a listing by applicant along with their last grant received.

Applicant	2016 Request	Last Year grant received	Amount Awarded	Final Report Received
Communica: Dialogue and Resolution Services Society	\$3,000	--	--	
Harmony Project Society of British Columbia	\$7,000	--		
Rotary Club of Sooke	\$3,000	--	--	
Scouts Canada – Cascadia Council – Camp Barnard	\$5,000	2014	\$4,000	Yes

Applicant	2016 Request	Last Year grant received	Amount Awarded	Final Report Received
Sooke Region Communities Health Network	\$7,000	Service Agreement 2014 – 2017 * see pg. 76	\$17,500	Yes
Sooke River Bluegrass Festival Society	\$5,000	--	--	
Sooke Saltwater Series	\$3,500	Sponsorship 2016	\$500	
Sooke Transition Town Society	\$1,200	2015 Cat. B – Film night	\$300	Yes
		2015 Cat. B – Signage, Zero Waste	\$500	Not yet required
		2016 Cat. A – Wild Wise	\$2,925	2016 not yet required
		2015 Cat. B – Wild Wise	\$4,000	Yes
TOTAL:	\$34,700			

Attached Documents:

1. Category B Community Grant Applications



Brent Blackhall, CPA, CA
Director of Financial Services

1850-20

District of Sooke
MAY 02 2016
Received

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Communica: Dialogue and Resolution Services Society

Address of Organization: 102-2220 Sooke Rd.,

Victoria, BC, V9B 0G9

Phone: 250-383-4412

Fax: 250-383-9536

E-mail: susanb@communicabc.org

Contact Person: Susan Belford, Program Coordinator

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$3000.00

Total Budget: 22,980.00
(attach completed Budget Form)

Have you applied before? Yes- for When? 2014 Grant Received? no
Client Services Program

Incorporation number and date of incorporation if applicable:

- Communica's Society Number is SS:0011285 and
- Communica's Registered Charity number is 132357419RR0001

Describe your organization, its mandate and program (s) _____

Established in 1974 and operating as Communica: Dialogue and Resolution Services Society since 2013, Communica provides communication training as well as conflict management and dispute resolution services such as mediation, arbitration, parenting coordination, coaching, and group facilitation. Communica work with individuals, groups and organizations to explore and implement collaborative approaches to resolve difficult problems. All Communica's programs are available at affordable prices on a sliding scale considering income. Many of Communica's clients receive full subsidy to access service.

Our Vision: to be members of a strong, healthy, collaborative community

Our Mission Statement: to assist individuals, groups and communities to manage difference to promote strong, healthy, sustainable relationships.

Our Mandate is to provide timely, affordable conflict management and communication services and education. We emphasize relationship building and cultural awareness and partner with other community organizations to address community issues through collaborative approaches.

Communica's current programs include:

- **Communication through Conflict**, an 8 part workshop series on effective communication. Communica also offers custom training in effective communication to organizations.
- **Court Information Services:** Communica personnel attend family remand day to provide information of affordable family mediation options.
- **Client Services** provides information and referral to callers seeking assistance with conflict, and matches clients with practitioners for coaching, mediation or arbitration in family and civil matters, or for parenting co-ordination.
- **Re-entry Mediation** is a new program providing family mediation service to inmates on conditional release to help them repair relationships and build a plan for a successful transition.
- **Re-connection Mediation.** Is currently being developed to provide family mediation to youth aging out of care who wish to establish a positive relationship with family members or other people in the community who are important to them.

Describe the community project, program, service, activity or event (“project”) for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description:

Communica provides conflict resolution services to residents of all the CRD's municipalities, including Sooke. In 2015, it became clear from consultation with community partners that a service gap exists throughout the region, particularly in the Sooke area. Low income families with complex conflict resolution needs who do not qualify for assistance from the Justice Access Centre, are not the targeted population of other subsidized programs and cannot afford services at market rates, are going unserved and their conflicts are not being resolved adequately. The socio-emotional wellbeing of these families--most particularly that of their children-- is being undermined, and steadily worsens as the conflict persists and grows. This can impact the whole community by increasing classroom disruptions by unhappy children, lowering productivity in adults due to stress, and increasing calls to emergency services.

In response to this service gap, Communica developed, pro bono, the Supported Family Mediation Service (SFMS), which provides 8 hours of free mediation to families referred by community partner agencies, such as the Sooke Family Resource Society. These mediation services may be used to resolve separation issues, division of assets, co-parenting plans, parent teen conflicts, or conflict between an elder parent and adult children. Results have been very positive.

The Supported Family Mediation Service is offered on a co-mediation model pairing an experienced mediator with a qualified and less experienced mediator or mentee. This helps to keep the program affordable, as mentees pay a small hourly fee to participate as well as building the capacity and skills of professionals serving vulnerable families in our community.

Communica currently operates the SFMS program on a first come-first served basis. Municipal support for this program would help Communica ensure that 5 additional families from the Sooke area could receive the affordable conflict resolution service that they need in a timely fashion.

Healthy families contribute to a healthy community. Supported Family Mediation Services helps improve the health of families in conflict.

Purpose of project

To provide eight hours of free quality profession mediation and conflict resolution service to an additional 5 families referred by Sooke agencies and community partners.

The names of those involved in carrying out the project:

- Kat Bellamano, ED Communicative Dialogue and Resolution Services
- Bill Huzar, President, Communicative Dialogue and Resolution Services,
- Contract mediations who may be involved in the project include: Tammy Van Hinte, Bill Murphy Dyson, Brigitte Breault, Roy Asselstine, Lisa Arora and Rebecca Alleyne

Date and Place of Project: Ongoing from April 30 2016 to April 30 2017

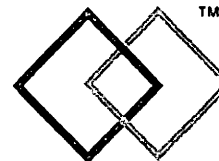
COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: April 26, 2016

Organization Name: Communica: Dialogue and Resolution Services Society

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				\$
District of Sooke request		3,000.00		\$ 3,000.00
Notary Foundation	10,000.00			\$ 10,000.00
City of Colwood	2,000.00			\$ 2,000.00
Municipality of Saanich		4,500.00		\$ 4,500.00
Communica mentee fees	3,480.00			\$ 3,480.00
<i>Admissions / fees:</i>				\$
				\$
<i>Other:</i>				\$
				\$
Total Revenues				\$ 22,980.00
Expenses				
SFMS Client services (intake, mediator match etc)				\$ 2,080.00
Office supplies				\$ 500.00
Phone and utilities				\$ 900.00
Mediation space				\$ 700.00
Program evaluation				\$ 1,000.00
Advertising and promotion				\$ 1,000.00
Total Expenses				\$ 22,980.00
			Net Income	\$ 0



PADGETT
THE SMALL BIZ PROS

Notice to Reader

We have prepared the accompanying financial statements of Communica Dialogue and Resolution Services Society for the year ending 08-31-15 from the books and records of the society and from other information supplied to us by management and directors. We have not performed an audit, a review or a verification of the information contained in such books records or otherwise supplied to us for accuracy or completeness. Accordingly, we do not express any opinion in respect of such statements.

In accordance with the terms of our engagement these statements have been prepared solely for use by management.

**COMMUNICA DIALOGUE AND RESOLUTION SERVICE
102-2220 SOOKE ROAD
VICTORIA, BC V9B 0G9**

**STATEMENT OF OPERATIONS
For the 12th Month Ended 08/31/15**

	CURRENT PERIOD	%	YEAR-TO-DATE	%
TRAINING PROGRAMS	560	18.9	6,315	4.0
MEDIATION & CONTRACT SERV	1,099	37.2	15,822	10.0
PROJECTS	0	0.0	1,747	1.1
GAMING	0	0.0	83,400	52.5
CASH DONATIONS	97	3.3	2,702	1.7
RENTAL	400	13.5	6,811	4.3
MEMBERSHIPS & OTHER	0	0.0	1,000	0.6
PARENTING COORDINATION	800	27.1	13,170	8.3
INTEREST INCOME	0	0.0	0	0.0
OTHER INCOME	0	0.0	0	0.0
GRANT	<u>0</u>	0.0	<u>28,000</u>	17.6
TOTAL INCOME	2,956	100.0	158,967	100.0
GROSS PROFIT	<u>2,956</u>	100.0	<u>158,967</u>	100.0

COMMUNICA DIALOGUE AND RESOLUTION SERVICE
102-2220 SOOKE ROAD
VICTORIA, BC V9B 0G9

STATEMENT OF OPERATIONS
For the 12th Month Ended 08/31/15

	CURRENT PERIOD	%	YEAR-TO-DATE	%
INCOME	2,956	100.0	158,967	100.0
COST OF GOODS SOLD	<u>0</u>	0.0	<u>0</u>	0.0
GROSS PROFIT	<u>2,956</u>	100.0	<u>158,967</u>	100.0
EXPENSES	CURRENT PERIOD	%	YEAR-TO-DATE	%
ADVERTISING & PROMOTIONS	0	0.0	690	0.4
AUTO & TRAVEL	28	1.0	210	0.1
CONSULTING FEES	0	0.0	310	0.2
DEPRECIATION/AMORTIZATION	9,974	337.4	9,974	6.3
FREIGHT & DELIVERY	5	0.2	5	0.0
GENERAL EXPENSE	0	0.0	50	0.0
INSURANCE	840	28.4	2,947	1.9
INTEREST & CHARGES	440	14.9	5,128	3.2
LICENSE & TAXES	0	0.0	50	0.0
MEALS & ENTERTAINMENT	0	0.0	108	0.1
MEDIATION & CONTRACT SERV	2,482	84.0	9,588	6.0
MEMBERSHIPS	175	5.9	659	0.4
PROFESSIONAL SERVICES	555	18.8	3,336	2.1
PROPERTY TAX	6,152	208.1	12,081	7.6
PROPERTY TAXES	(6,152)	0.0	0	0.0
REPAIRS & MAINTENANCE	75	2.5	320	0.2
STRATA & RENTAL	239	8.1	2,810	1.8
SUPPLIES & OFFICE	1,381	46.7	10,356	6.5
TRAINING PROGRAMS	0	0.0	453	0.3
UTILITIES & TELEPHONE	134	4.5	2,922	1.8
WAGE REBATES	(1,260)	-42.6	(3,500)	-2.2
WAGES AND BENEFITS	<u>13,996</u>	473.5	<u>105,590</u>	66.4
TOTAL EXPENSES	<u>29,064</u>	983.2	<u>164,087</u>	103.2
INCOME FROM OPERATIONS	(26,108)	0.0	(5,120)	-3.2
OTHER INCOME	<u>7</u>	0.2	<u>57</u>	0.0
INCOME BEFORE TAXES	(26,101)	0.0	(5,063)	-3.2
NET INCOME	<u>(26,101)</u>	0.0	<u>(5,063)</u>	-3.2

UNAUDITED - SEE NOTICE TO READER
PADGETT BUSINESS SERVICES OF VICTORIA

COMMUNICA DIALOGUE AND RESOLUTION SERVIC
102-2220 SOOKE ROAD
VICTORIA, BC V9B 0G9

BALANCE SHEET
08/31/15

ASSETS

CURRENT ASSETS

CASH

CASH AT COAST CAP	861
PETTY CASH	50
ROYAL BANK	7
VAN CITY TRUST	7,426
VAN CITY SHARES 490334	72
VAN CITY CHEQUING	3,337
VAN CITY SHARES 535005	7
VAN CITY GAMING	34,625
PAYPAL ACCOUNT	<u>44</u>

TOTAL CASH 46,429

DUE FROM GOV'T AGENCY 817

TOTAL CURRENT ASSETS 47,246

FIXED ASSETS

BUILDING	206,187
AMORTIZATION - BUILDING	(47,991)
LAND	107,384
COMPUTERS	13,614
DEPRECIATION - COMPUTERS	(11,422)
FURNITURE & FIXTURES	7,657
DEPRECIATION - FURNITURE	<u>(4,847)</u>

TOTAL FIXED ASSETS 270,582

OTHER ASSETS

TOTAL OTHER ASSETS 0

TOTAL ASSETS 317,828

COMMUNICA DIALOGUE AND RESOLUTION SERVICE
 102-2220 SOOKE ROAD
 VICTORIA, BC V9B 0G9

BALANCE SHEET
 08/31/15

LIABILITIES AND STOCKHOLDERS' EQUITY

CURRENT LIABILITIES

ACCOUNTS PAYABLE	555	
RETAINERS HELD IN TRUST	<u>7,062</u>	
TOTAL CURRENT LIABILITIES		7,617

LONG-TERM LIABILITIES

PRIVATE LOAN	57,665	
MORTGAGE PAYABLE	<u>112,225</u>	
TOTAL LONG-TERM LIABILITIES		<u>169,890</u>
TOTAL LIABILITIES		177,507

STOCKHOLDERS' EQUITY

OPENING NET ASSETS	145,384	
NET INCOME YTD	<u>(5,063)</u>	
CLOSING NET ASSETS		<u>140,321</u>
TOTAL STOCKHOLDERS' EQUITY		<u>140,321</u>
TOTAL LIABILITIES AND STOCKHOLDERS' EQUITY		<u><u>317,828</u></u>

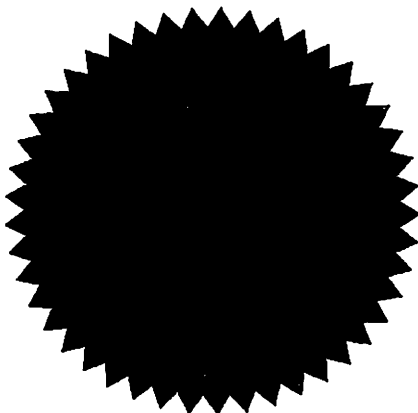


Number: S-0011285

CERTIFICATE OF CHANGE OF NAME

SOCIETY ACT

I Hereby Certify that **THE SOUTH ISLAND DISPUTE RESOLUTION CENTRE SOCIETY** has this day changed its name to **COMMUNICA: DIALOGUE AND RESOLUTION SERVICES SOCIETY** on October 8, 2013 at 10:11 AM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on October 8, 2013*

CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

District of Sooke
 APR 26 2016
 Received

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: The Harmony Project Society of British Columbia

Address of Organization: [Redacted]
Sooke, BC
V9Z 1K7

Phone: [Redacted] Fax: _____

E-mail: sooke.harmony.project@shaw.ca

Contact Person: KORNA Bjorklund

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input checked="" type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$7,000 Total Budget: \$67,225
 (attach completed Budget Form)

Have you applied before? No When? _____ Grant Received? _____

Have you submitted a final report for previous grant? N/A

Incorporation number and date of incorporation if applicable: 5-0065098
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)
Feb 9, 2016

Describe your organization, its mandate and programs

The Harmony Project Society of British Columbia (HPSBC) was founded in 2014 by three members of the Sooke Philharmonic Society (SPS), including Music Director Norman Nelson. Mr. Nelson was so impressed after visiting the original Harmony Project in Los Angeles that he initiated it here in Sooke. Initially a sub-committee of the SPS, HPSBC became a Society in its own right in January 2016. Harmony Project Sooke, the first project of its kind outside the USA, is the first undertaking of HPSBC.

The Mission of the HPSBC is to:

Promote the healthy growth and development of children through the study, practice and performance of music.

Build healthier, safer communities by engaging youth in music.

Develop children as musical ambassadors of peace, hope and understanding among people of diverse cultures, backgrounds and beliefs.

Describe the community project, for which funds are being sought. Indicate why this project is unique and why it should receive municipal funding

HPSBC is seeking \$7,000 in funds to purchase musical instruments for its project – Harmony Project Sooke

Project Description: Harmony Project Sooke is a multi-year, after school music instruction program that provides free music instruction to low income youth in the Sooke area.

The program runs in Sooke from February - June and from September – December, 2016.

No prior music experience is needed by youth participants.

Each student receives an instrument to take home and use as his/her own for the duration of their participation in the Harmony Project Sooke.

Children ages 7- 13 are engaged in music lessons and rehearsals for five hours per week.

Students will play at concerts in their own neighbourhoods.

Field trips are arranged to concerts and other special events.

At the end of their first year, students will be able to read music and perform in front of an audience.

The program will include Aboriginal music arrangements which will contribute toward cultural appreciation and exchange.

The project is carried out by a team of dedicated teachers and managers with many years of experience.

Norman Nelson – Music Director, Sooke Philharmonic Orchestra (SPO) – Norman was a founding member of the Academy of St. Martin in the Fields Orchestra in London. He has been Concertmaster of the Vancouver Symphony Orchestra and Professor of Violin and Chamber Music at the University of Alberta. Norman received the Queen Elizabeth II Diamond Jubilee Medal in 2012.

Terry Cristall - President - As senior Partner in a major architectural firm, Terry managed major projects and programs during his forty years in practice. He has also been active in numerous "not for profit" organizations, chairing many committees. Terry is a Past President of the Winnipeg Chamber of Commerce.

Anne McDougall - Music Instructor –Anne has performed extensively as a violinist with the Alberta Baroque Ensemble and the Edmonton Symphony Orchestra and is now concert master of the Sooke Philharmonic Orchestra. For over 40 years, Anne has provided private and group music lessons, as well as instructing small ensembles and string orchestras.

Lorna Bjorklund, Executive Director- Lorna was Music Department Head in elementary/secondary schools in Saskatchewan, Ontario, Brazil, Cayman Islands, and British Columbia. In her Management and Development positions, Lorna was responsible for curriculum, staffing, budgets, trips, concerts, promotion, parent programs, and community projects. Lorna's achievements include success in Canadian/international competitions for choirs, bands, orchestras and musical theatre.

Purpose of the Project:

Promote the healthy growth and development of children through the study, practice and performance of music.

Need

There is a lack of financial resources in many households for private music education. There is a shortage of music programming in the Sooke Region schools. Elementary schools receive singing and ukulele instruction once a week. Middle schools provide less than two hours per week for concert band instruction, with the same for general music education. Private lessons are an option for students that can afford them; many students cannot. Not only are these students missing out in learning to play a musical instrument, the benefits of music instruction are not available to them.

Teachers, the principal of Journey Middle School and a counsellor at the Sooke Family Resources Society have stated in interviews that children would benefit greatly from music

instruction in terms of intellectual and creative development. These children include at risk youth with Attention Deficit Disorder and other learning disabilities.

Benefits to the Community:

Children are most likely to engage in risky or violent behaviour between 3 and 6 p.m. Harmony Project Sooke offers youth an alternative to potentially harmful activities, keeping kids safe during the after school hours. This benefit leads to a safer community.

Neighbourhood concerts will contribute to the cultural enhancement of Sooke.

Harmony Project Sooke reinforces Sooke's reputation as a culturally rich community, along with the Sooke Philharmonic Orchestra and the Sooke Fine Arts Show.

Harmony Project Sooke will be the first Harmony program outside the U.S., giving Sooke an international reputation.

Benefits to youth:

Music instruction and performance stimulate the academic and social development of youth. Research confirms that studying music develops speech centres in the brain. This benefits children in many different ways, from learning to read to focusing in noisy environments. In short, music creates better learners.

Harmony Project Sooke provides disadvantaged young people with the opportunity to transform their lives. Exposure to music will contribute to their social and academic development enabling them to undertake further challenges and do well later in life.

Graduates of Sooke Harmony Project will be more likely to achieve academic success and pursue a post-secondary education, for example, 97% of 2014 graduates from the Los Angeles Harmony Project, former street kids from inner city schools, were accepted to a 4 year college/university program.

Current situation

The program has been running successfully since February 18. It currently has 25 students. Registration is on-going. Two Foundations have contributed a total of \$25,000 to the program. Smaller donations have been received from individual supporters. We have a Board of seven directors (list attached) and more than 20 active volunteers. All directors come with many years of experience in volunteer organizations.

Our Executive Director is in discussions with elders from T'Souke First Nation to develop a partnership. We are working hard to include First Nations children through including a drumline, having a music arranger arrange aboriginal music, and soliciting input on the curriculum from the elders.

HARMONY PROJECT SOCIETY OF BRITISH COLUMBIA
BOARD OF DIRECTORS

President	Terry Cristall
Secretary	Wendy O'Connor
Treasurer	Paul Martin
Grant Writer	Bonnie Ziegler
Public Relations Director	Sheila Whincup
Director	Donald Stewart
Director	David Watson

COMMUNITY GRANT PROGRAM –
 SOOKE HARMONY PROJECT BUDGET

REVENUES	Other funders (please list)			Cost	TOTAL
	Confirmed	Pending	In-kind		
Grants					
District of Sooke Request		7,000		7,000	
Other grants (Musicounts)		13,000		13,000	
Lieblich Foundation	10,000			10,000	
Victoria foundation	15,000			15,000	
Journey Middle School(facility rent)			10,000	10,000	
Teachers Salaries			10,000	10,000	
Concert	1,145			1,145	
Private donations	730			730	
Student Fees	350			350	
TOTAL REVENUE					67,225
EXPENSES					
Program Expenses					
Teachers' Salaries				23,000	
Rent – Journey Middle School				10,000	
Program supplies				2,000	
Snacks				1,500	
Scores and books				2,000	
Music Instruments (purchase ,repairs ,storage & rental)				17,000	
Total Program Expenses					55,500
Administration Costs					
Miscellaneous				1,000	
Printing				1,000	
Accounting				2,000	
Office Supplies				1,000	
Communications				500	
Legal				800	
Publicity and Promotion				3,000	
Travel				500	
Insurance				1,000	
Association Fees				200	
Total Administration costs					11,000
TOTAL EXPENSES					66,500
NET INCOME					725

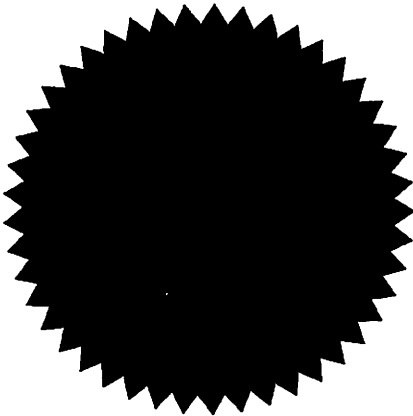


Number: S-0065098

CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that HARMONY PROJECT SOCIETY OF BRITISH COLUMBIA was incorporated under the *Society Act* on February 9, 2016 at 09:23 AM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on February 9, 2016*

CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

District of Sooke
 APR 30 2016
Received

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: ROTARY CLUB of SOOKE

Address of Organization: Box 515
SOOKE, BC,
V9Z 1H5

Phone: JOHN [REDACTED] Fax: _____

E-mail: [REDACTED]

Contact Person: JOHN TOPOLNISKI, Pres. ELECT.

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input checked="" type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input checked="" type="checkbox"/> Community beautification
	<input checked="" type="checkbox"/> Environmental

Amount Requested: \$3000 Total Budget: \$22,600
 (attach completed Budget Form)

Have you applied before? NO When? _____ Grant Received? _____

Have you submitted a final report for previous grant? _____

Incorporation number and date of incorporation if applicable: _____
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)



Describe your organization, its mandate and program (s) _____

Rotary Club of Sooke is a NON-PROFIT,
SERVICE CLUB. THIS PROJECT IS BY
THE 'COMMUNITY SERVICE COMMITTEE'
WWW.SOOKEROTARY.COM.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: JOHN MUIR GARDEN IS AN INSTRUCTIONAL
GARDEN BEING CONSTRUCTED ON THE GROUNDS OF
JOHN MUIR ELEMENTARY SCHOOL. SOOKE ROTARY HAS
PARTNERED WITH THE PARENTS, STAFF AND STUDENTS
AT JMES AND THE SCHOOL DISTRICT IN CREATING
AN INSTRUCTION VEGETABLE, FRUIT & FLOWER GARDEN
THE SCHOOL DISTRICT HAS COMPLETED SITE GRADING & FENCING.

Purpose of project: _____

SEE ATTACHMENT # 1
ALL FUNDS BEING APPLIED FOR WILL BE
USE DIRECTLY TOWARDS MATERIALS FOR
THE INSTRUCTIONAL GARDEN.

The names of those involved in carrying out the project: ALONG WITH ROTARY,
THE SCHOOL STAFF, THE PARENTS, STUDENTS AND
COMMUNITY VOLUNTEERS + GROUPS

Date and Place of Project: JOHN MUIR ELEMENTARY SCHOOL
PHASE I - APRIL - MAY 2016
PHASE II - JUNE - SEPTEMBER 2016

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: April 21, 2016

Organization Name: ROTARY CLUB of SOOKE, JOHN MUIR GARDEN

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		✓		\$ 3000
Other grants JDFFA		✓		\$ 1000
(list funder) Sooke Rotary	✓			\$ 8500
(list funder) Donate materials	✓			\$ 3200
Y.T.D. FUNDS Raising By Parents	✓			\$ 2500
Admissions / fees:				\$
Future Donated Materials		✓		\$ 2500
Other: Rotary PHASE II		✓		\$ 2000
Volunteer Labour Value \$17,000	✓			\$
Total Revenues				\$ 22700
Expenses				
PHASE I ; SITE, FENCING, RAISED BEDS, SOIL				\$ 7200
MARCH - APRIL 2016				\$
PHASE II: GREENHOUSE, WALK/INSTRUCTIONAL AREA,				\$
ARBOURS, TOOLS, PLANTINGS, IRRIGATION				\$ 15400
JUNE - Aug 2016				\$
				\$
				\$
Total Expenses				\$ 22600
			Net Income	\$

SEE ATTACHMENT
II

Mission Statement

To develop and maintain a beautiful, resource-rich edible garden in collaboration with the school community. To inspire teachers, students and families with a deep, hands-on connection to the food cycle, sustainable agriculture and the natural environment.

Goals

- To encourage healthy eating and nutrition by involving students in growing fruits and vegetables
- To engage each student and cultivate teamwork, leadership and responsibility
- To make our school a healthier and greener environment by practising sustainable techniques
- To support our local community by donating produce to the Sooke Food Bank
- To create an outdoor classroom offering an additional method of learning math, science, physical education, art and social studies
- To demonstrate the farm-to-table connection and understanding of where food comes from
- To support and engage teachers use of the school garden for their students
- To encourage appreciation for the environment

Creating an Outdoor Classroom

- Science: study the effect the sun has on growth, learn about soil layers, experiment with seeds, study decay in the compost, learn about organic fertilizers and the effect each has on growth, learn about seed saving
- English/Art: use the garden as inspiration for story writing and poetry, learn about the botanical names of plants, gather inspiration for drawing and painting
- Math: counting seeds, calculating plants per space, measuring distances between plantings, develop monetary and sales knowledge through sale of flowers, plant starts, seeds
- Health/Phys Ed/Social Studies: learn the benefits of healthy eating and organically grown produce, experience the fresh air and satisfaction of working in a garden, learn about water conservation and carbon footprints, learn about supporting the local community through farm stand and donation to food bank

Item	Cost (Per Unit)	Est. #	Total Cost	Phase 1	Phase 2
Raised Beds					
			1337.70	\$1,337.70	
Veg beds 2x12 6ft cedar	19.2 (per piece)	10	192.00		
Veg beds 2x12 8ft cedar	25.6 (per piece)	20	512.00		
Side beds 2x8 8ft cedar	17 (per piece)	30	510.00		
Corner supports 2x2	0.5 (per foot)	120	60.00		
Tax 5%			63.70		
Fencing					
			4166.50	\$4,166.50	
50'x30' 8' high w/ 5' gate			2316.50		
Installation			1550.00		
Site Prep			300.00		
Maintenance Area					
			8985.00		\$8,985
Greenhouse		1	2000.00		
Compost (pallets)	free				
Heavy duty wash sink	80 each	1	80.00		
Faucet	45 each	1	45.00		
Arbours (2 small, 1 large)			1310.00		
Work shelter		1	4750.00		
Tables, work stand, wash stand			800.00		
Soil/Aggregates					
			1681.00	\$1,681	
Deluxe Garden	45 per yard	21	945.00		
10 Veg beds .89 yard					
Perennial beds 4.25 yards each					
Circle beds 9.38 yards					
Berry patch 2.22 yards					
Gravel	36 per yard	11	396.00		
Coarse Cedar Chip Mulch	34 per yard	10	340.00		
Soil Quality					
Organic Fertilizer					
Soil test kits					
Amendments					
Tools					
			1737.26		\$1,737.26
Children's garden gloves	5.99 (per pair)	30	179.70		
Adult garden gloves	9.99 (per pair)	10	99.90		
Wheelbarrow	74.99 (each)	2	149.98		
Garden Fork	21.99 (each)	1	21.99		
Hard rake	10.99 (each)	1	10.99		
Fan Rake	18.99 (each)	1	18.99		
Junior Rake and Spade set	35 (each)	15	525.00		
Trowel	3.69 (each)	30	110.70		
Knee Pads	4.19 (each)	20	83.80		

Garden Tub	13.49 (each)	15	202.35
Adult shovel	18.99 (each)	1	18.99
Hose 1/2"x50ft	44.99 (each)	2	89.98
Quick connect - Connector	6.49 (each)	4	25.96
Quick connect - Tap connector	4.99 (each)	2	9.98
Quick connect - Accessory adaptor	4.59 (each)	6	27.54
Quick connect - Coupling	4.99 (each)	2	9.98
Watering wand	16.99 (each)	1	16.99
Spray head	13.99 (each)	1	13.99
Watering can	7.49 (each)	1	7.49
Bypass Pruners	24.99 (each)	1	24.99
Shears	41.99 (each)	1	41.99
Harvesting shears			
Heavy Duty Padlocks	28.99 (each)	1	28.99
Padlock Bolt	16.99 (each)	1	16.99
Chain		0	0.00
Seed trays	(each)	0	0.00
4"pots	(each)	0	0.00
Plastic labels	(each)	0	
Stakes	(each)	0	
Twine			
Pencils			

Plant Materials

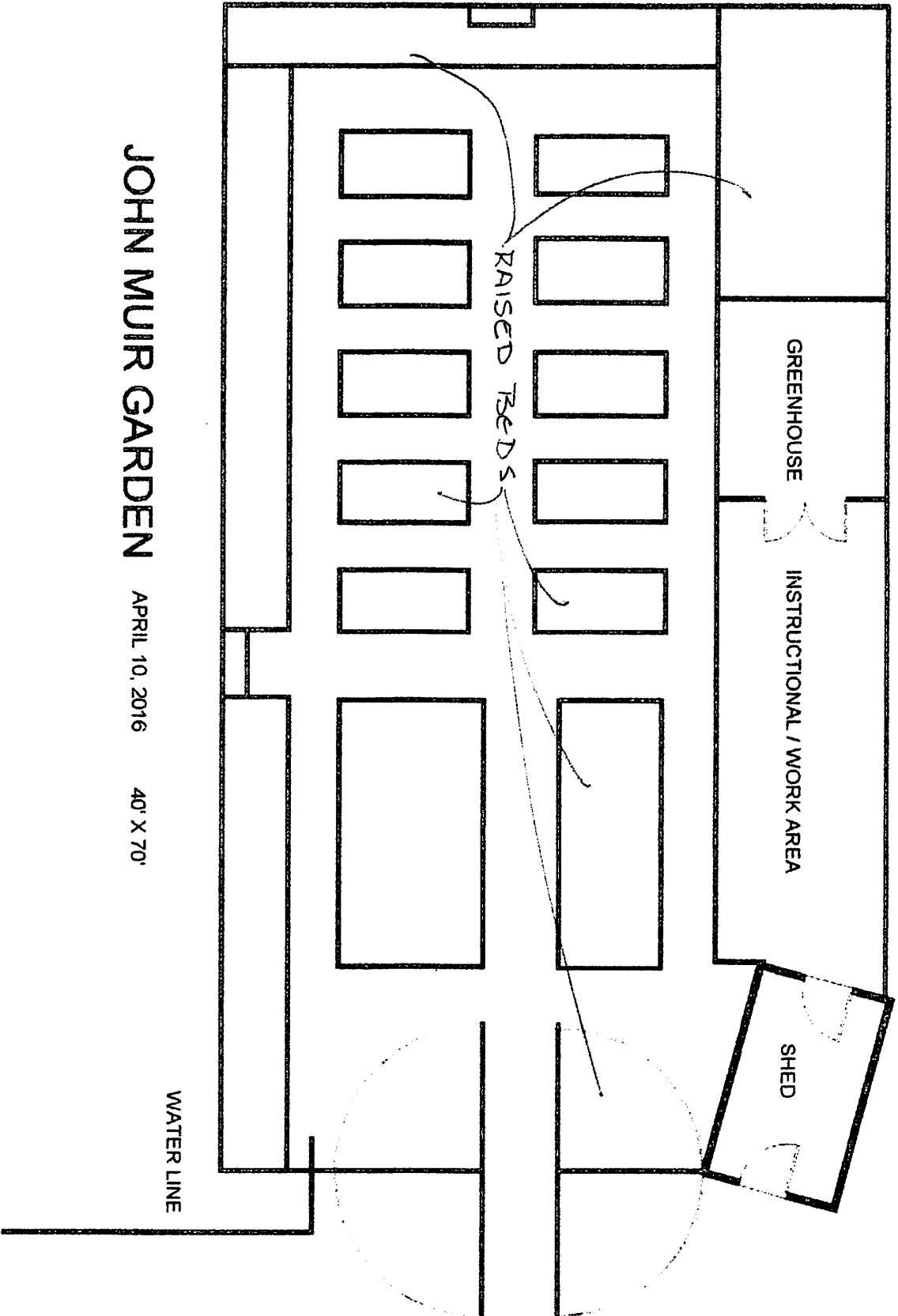
██████████ preliminary quote	1886.00	1886	\$1,886
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Irrigation

Watering stand pipe	400.00	400	\$400
██████████ preliminary quote	2411.11	2411	\$2,411

Subtotal	22604.57	#####	\$7,185.20 (PHASE I) \$15,419.36 (PHASE II)
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Grand Total	\$22,604.57
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JOHN MUIR GARDEN

APRIL 10, 2016

40' X 70'

WATER LINE

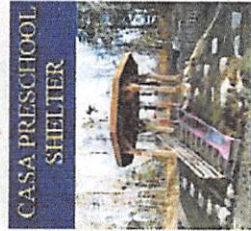
Reinvesting in our Community

\$100,000+
SCHOLARSHIPS
60+ STUDENTS



BROOMHILL PARK

CAMP BARNARD
WASHROOMS



CASA PRESCHOOL
SHELTER



YOUTH BUS



ROTARY PIER



GIRL GUIDES
CABIN
UPGRADES



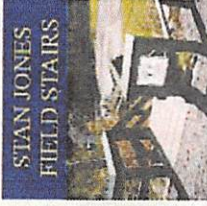
LITERACY
& MATH



TABLETS FOR SCHOOLS



SOOKE READS
BOOK BINS



STAN JONES
FIELD STAIRS



FRED MILNE
PARK
FENCING



SKATEBOARD
PARK



FOODBANK
IMPROVEMENTS



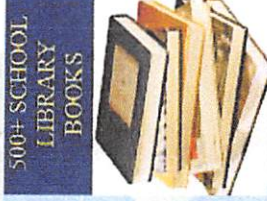
MUSIC
PROGRAMS



HELP FOR
FAMILIES
IN NEED



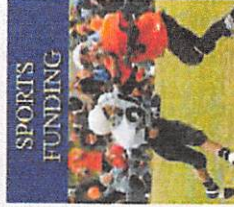
SOOKE SAILING
ASSOCIATION
FUNDING



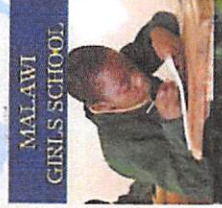
500+ SCHOOL,
LIBRARY
BOOKS



YOUTH
LEADERSHIP
PROGRAMS



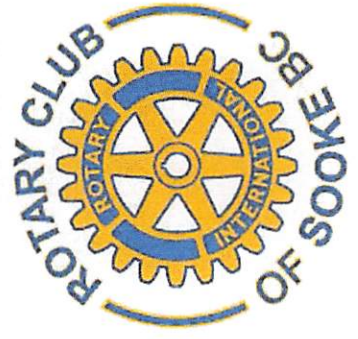
SPORTS
FUNDING



MALAWI
GIRLS SCHOOL



DISASTER
RELIEF



2015/2016 BUDGET

*Rotary Club of
Sooke*

Actuals 2014/2015 and Budget 2015/2016

Approved:

Category	BUDGET 14/15	Actual June 30 2015	BUDGET 15/16	Actual	Notes
INCOME	47,775	49,589	47,775	0	
Auction Net of Expenses	30,000	31,253	30,000	0	
Club Membership (dues by June 30)	5,775	6,116	5,775	0	
Grant Revenue	12,000	12,000	12,000	0	
Other Revenue		220		0	0 donations & interest
EXPENSES	43,537	40,253	47,845	0	
Club Service & Admin	10,637	8,560	11,710	0	
Banking Charges & Expenses	700	715	750	0	
Dues & Insurance	6,577	5,492	7,300	0	0 average 30% US exchange
Fellowship Net	200	162	500	0	
Secretary	400	183	400	0	
Speakers Lunches	NO COST	NO COST	NO COST	0	0 built into lunch cost
Storage	1,260	1,260	1,260	0	
Training	1,500	748	1,500	0	
Community Service	13,000	13,665	14,235	0	
Annual Fund	900	1,335	1,335	0	
Literacy	2,000	2,200	2,500	0	0 board approved
Events	100	-2,321	400	0	
New Solicitations	10,000	12,451	10,000	0	
Community Service In Progress	7,500	3,731	5,000	0	
** Grants	-4,500			0	
** Donations				0	
Membership Services	1,000	199	1,000	0	
Recruitment /Retention		25		0	
Operations		174		0	
Rotary Store				0	
Public Relations	2,000	1,319	2,000	0	
Clubrunner	600	545	600	0	
Community Report & Display		0		0	
General Advertising		427		0	
District PR Committee	210	0	222	0	37
Other		347		0	
Youth Services	6,900	5,029	6,900	0	
External Adventures	3,000	2,906	3,000	0	
Hosted Adventure	300	0	300	0	
Youth Leadership	600	623	600	0	
Youth Council	3,000	1,500	3,000	0	
World Community	7,000	7,750	7,000	0	0 board approved
Ongoing Projects	2,250	3,000	2,250	0	
District PUC dues	600	600	600	0	0 flat \$600 per club
New Projects	4,150	4,150	4,150	0	

Surplus/Deficit before Restricted	4,238	9,336	-70	0
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Scholarships/Bursary Paid	8,000			
Scholarships/Bursary Awarded	7,000	7,000	7,000	

Surplus/Deficit after Restricted	-2,762	-5,664	-7,070	
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Balances as of June 30/2015

Total Cash & Bank Accounts	53,661
Payables	-4,804
Scholarships (Restricted)	-10,000
FoodBank(Restricted)	-570
Available Carry Forward	38,287

Balances of June 30 2014

45,330
-2,307
-15,257
<u>-4,801</u>
22,965



Balance Sheet 2015/2016 - As of 15/09/2015
 As of 15/09/2015 (in Canadian Dollars) (Cash Basis)

22/09/2015

Page 1

Account	15/09/2015 Balance
ASSETS	
Cash and Bank Accounts	
CIBC SRCO	0.00
GAMING-COAST	371.28
GENERAL- COAST	28,723.87
ROYALBANK	7,841.81
SRCO - COAST	109.11
CASH ACCOUNT	100.00
TOTAL Cash and Bank Accounts	37,146.07
Other Assets	
Accts Receivable	0.00
CAPITAL ASSETS	2,136.17
TOTAL Other Assets	2,136.17
TOTAL ASSETS	39,282.24
LIABILITIES & EQUITY	
LIABILITIES	
Other Liabilities	
ACCOUNTS PAYABLE	0.00
Camosun Bursary	0.00
LunchPayments	3,633.01
Polio Plus	347.95
Queen of Spades	484.38
Rotary Foundation	694.37
Scholarships 2011-2012	0.00
Scholarships 2012-2013	0.00
Scholarships 2013-2014	0.00
Scholarships 2014-2015	0.00
Scholarships 2015-2016	4,000.00
Sooke Food Bank 2013-2014	387.64
TOTAL Other Liabilities	9,547.35
TOTAL LIABILITIES	9,547.35
EQUITY	29,734.89
TOTAL LIABILITIES & EQUITY	39,282.24

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Scouts Canada-Cascadia Council-Camp Barnard

Address of Organization: 505 Marigold Rd, Victoria, BC, V8Z 4R5

Phone: [REDACTED] Fax: 250 727 2922

E-mail: fundraising@campbarnard.ca

Contact Person: Grace Seabrook

Category	Grant eligibility area:
<input checked="" type="checkbox"/> A - Annual Grant	<input checked="" type="checkbox"/> Sports and recreation
<input type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input checked="" type="checkbox"/> Environmental

Amount Requested: \$5000 Total Budget: \$171,000
(attach completed Budget Form)

Have you applied before? yes When? 2014 Grant Received? \$4000

Have you submitted a final report for previous grant? Yes, with this application

Incorporation number and date of incorporation if applicable: 10776 1694 0203 inc. 1907
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) Scouts Canada strives to develop capable and confident well-rounded individuals better prepared for success in the world. For more than 100 years, we have brought a world of adventure, outdoor experience and friendship to 17 million Canadian youth. As the country's premier youth serving organization with more than 100,000 members nationwide and with 16,000 in BC, Scouts Canada engages youth (ages 5 - 26), involving them throughout their formative years in a non-formal educational process, using the Scout Method which is an approach unique to Scouting throughout the world. This makes each individual the principal agent of his or her development as a self-reliant, supportive, responsible and committed person. Locally Camp Barnard is essential to the delivery of programs for Scouting youth. In addition many other like-minded organizations find Camp Barnard the ideal place to carry out their programs. Cascadia Council of Scouts Canada is one of 3 councils in BC providing administrative support to the volunteers who run programs and manage the operations of our camp.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Our Project: KEEGO KITCHEN/DINING COMPLEX REDEVELOPMENT-PHASE 1 Keego Kitchen was built in 1996 and provides cooking and dining area for up to 100 campers. Due to lack of funds at that time the building interior was never completed. It is currently an 8-month "warm" season facility as walls and ceiling are uninsulated and the heating system is insufficient to maintain building temperature. The roof is due for replacement and since a major concern on the site is loss of buildings from fire; we therefore propose to reroof the building in steel. In 2016-March,'17 we will complete the steel re-roofing, insulate and dry-wall the interior walls and ceiling plus install an energy-efficient heating system. The building will be brought up to current electrical and building codes. PHASE 2 -the second phase, to be undertaken in Fall, 2017, will take advantage of Keego Kitchen's high ceiling to add a mezzanine level that will provide two meeting rooms with exterior access.

Why financial support from the District of Sooke continues to be needed and valued at Camp Barnard:

Camp Barnard (CB) is midway through a rebuilding program addressing renewal of service infrastructure (roads, bridges, water and wastewater systems) and upgrade or replacement of buildings (washrooms, kitchen/dining structures, sleeping quarters) to expand access to more youth groups, reduce barriers to those with disabilities, extend service life, reduce energy usage and protect structures from natural events (seismic, fire and climate change). These are extraordinary costs to the annual operating cost of the facility and can only be completed with the assistance of the Community at large. The benefits of this work are many:

- Increased capacity in systems, housing and kitchen facilities allows for more access by more youth groups simultaneously during the busy summer period

- Focus on disabled access extends camp usage to disabled youths for day programs through the year and allows camp to accommodate programs from various community agencies for extended camps in summer.
- Continual upgrading of facilities to meet or exceed current codes of practice, address seismic issues, ensure safe water and accommodate youth programs safely is a critical element of operating a safe, well-run site.
- CB, we believe, represents a truly cost effective experience for its users and we strive to keep user cost low by constant attention to managing our largest operating cost items, insurance, energy use and maintenance. CB operates with only two paid staff. All other labour and support is undertaken by a small army of dedicated volunteers.

The District of Sooke has been an integral part of the funding of capital projects on site for some years. Being able to show senior government or non-profit agencies that we have secured financial support from local government is a critical component to our success in raising the additional funds necessary for these large expenditures.

We believe that the District, its residents and businesses benefit from a well-run and maintained Camp Barnard. CB staff purchase significant goods and services from Sooke businesses on a day to day basis. In a typical year the camp hosts 15000 camper nights most of whom pass through Sooke to get to Camp Barnard. While their primary destination will be CB, many will stop for last minute groceries or camping equipment, most will stop for ice cream or a coffee and many will attend the laundromat or top up their fuel.

Our work at CB has allowed us to offer the facility to much larger events than in past. Provincial Jamboree 2015 saw 2200 youth and leaders camping on the site and a further 700 youth and adults camping for two weeks to support the event. During this event, visits from Scouting youth to Sooke numbered in the hundreds. Thousands took advantage of the on-site canteen operated by Sooke Lions clubs further adding to the clubs ability to support other Sooke based community programs. Sooke Food Bank receives donations of excess food from some of our larger camps. In future we hope to be able to continue to grow our youth usage numbers on site, providing further future financial benefit to the Sooke Community.

CB provides a safe venue for meetings, camps, day-programmes, etc. for Sooke youth and adults: Sooke Beavers, Cubs and Scouts, Sooke Parents for French, SEAPARC, Sooke Philharmonic Society, Sooke Brownies, Girl Guides and Pathfinders, T'souke First Nation, Journey Middle School, Sooke Elementary, John Milne School, Sooke Fine Arts Society all have used Camp Barnard in the past year. Sooke Salmon Enhancement Society needs Barnard's Young Lake for its work.

We urge the District to continue to support Camp Barnard's infrastructure upgrade programs with a further contribution to the Keego Kitchen / Dining Redevelopment project to be initiated in the Spring of 2016.

Purpose of project: This project will turn Keego Kitchen into a comfortable, energy-efficient facility for mid-week use by schools and year-round use by Scouting and other youth groups. It will also be marketable to the broader community for meetings and seminars thereby making the camp more financially sustainable. In the event of an incident requiring evacuation of large numbers of residents from Sooke, Keego Kitchen could provide refuge and the means to feed up to 100 evacuees.

The names of those involved in carrying out the project:

Jason Silvester, Camp Barnard Management Committee Chair

Gary Hendren & Mike Tomczak, Facilities Coordinators

Des Bazett-Architectural Technician

Date and Place of Project: Phase 1-April, 2016-March 2017, Keego Kitchen, Camp Barnard

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				\$
District of Sooke request		\$5,000		\$5000
Other grants				\$
Victoria Foundation	\$15,000			\$15000
Canada 150 Community Infrastructure Program (matching)	\$73,000			\$73000
Pacific Jamboree 2019		\$25,000		\$25000
BC Real Estate Foundation		\$10,000		\$10000
Vancouver Foundation		\$8000		\$8000
<i>Other:</i>				\$
Camp Barnard Development Fund	\$35,000			\$35000
Total Revenues				\$171,000
Expenses				
Please see final page of Design Report				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Expenses				\$171,000
Net Income				\$0

Camp Barnard

Income Statement

For the Operating Year ending August 31, 2015

REVENUE

Camp Fees

Scouting Groups	\$32,118	
Provincial Jamboree	23,000	
Non-Scouting Groups	<u>46,781</u>	
		\$101,899

Program Fees 5,100

Fundraising (Net)

Apple Day	\$9,929	
Barnard Breakfast	16,219	
Christmas tree sales	9,395	
Other	<u>3,439</u>	
		38,982

Donations & Grants 6,930

Sales 511

Rental Fees 13,754

Other 364

TOTAL REVENUE \$167,540

EXPENDITURE

Salaries \$60,705

Training 584

Travel (mileage) 5,846

Utilities (propane & electric power) 16,477

Maintenance -- Grounds & Buildings 37,286

Maintenance -- Equipment 6,117

Equipment -- Fuel, Rental, Replacement 7,343

Garbage Disposal 422

Insurance 12,955

Risk Management 315

Market Development 3,013

Program 1,261

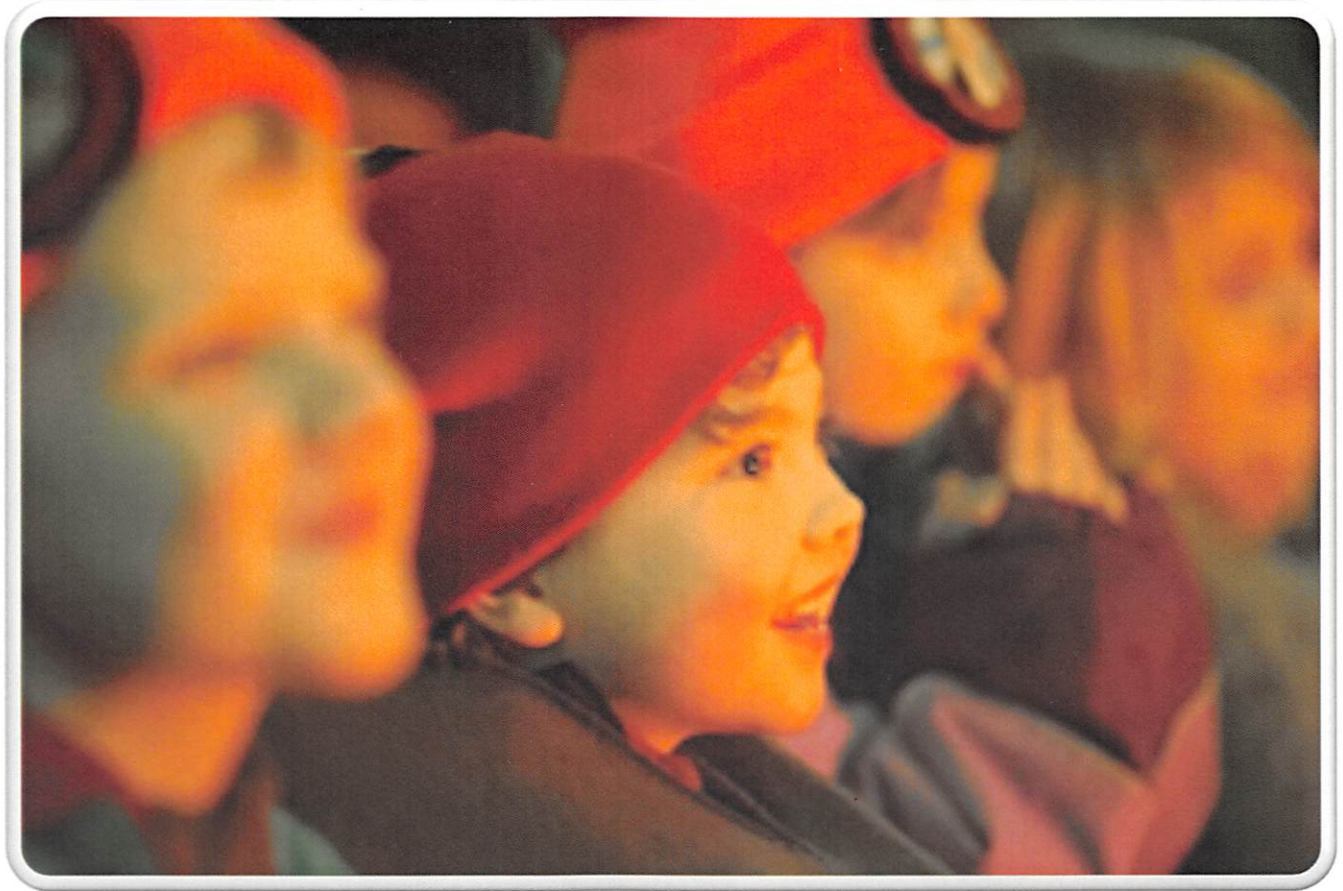
Office and Administration 4,666

Communications 1,297

Bank & Charge Card Fees 295

TOTAL EXPENSE \$158,582

EXCESS OF REVENUE OVER EXPENSE \$8,958

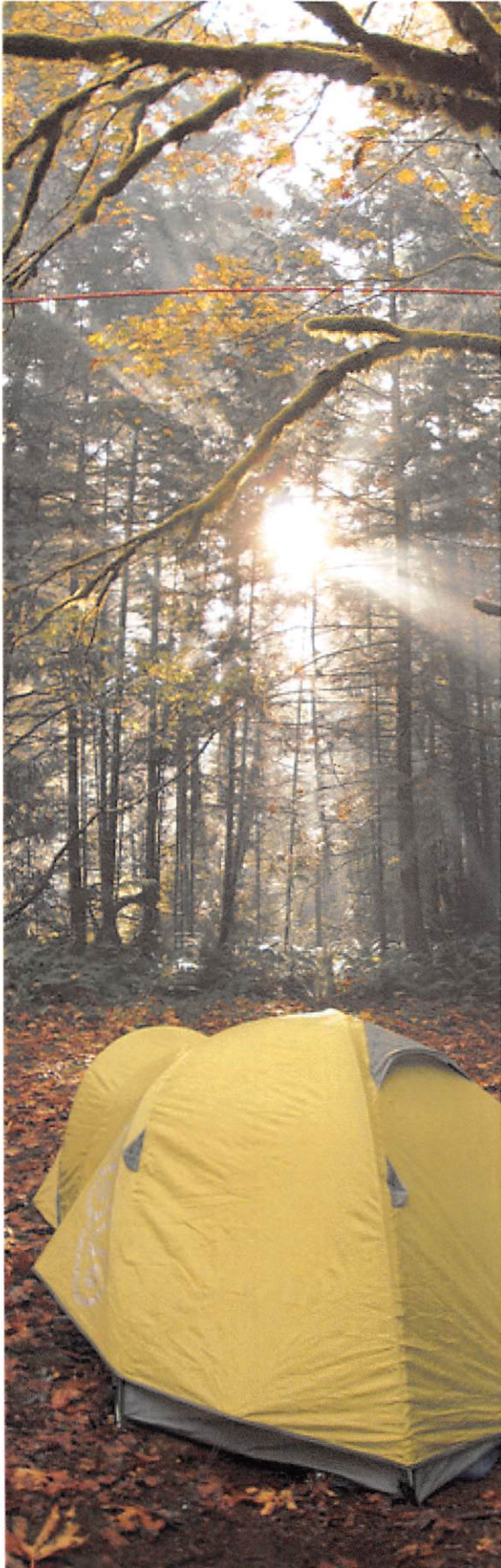


Keego Kitchen Redevelopment

Sooke, British Columbia DESIGN REPORT



June 10, 2015



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History and Context

Scouts Canada was incorporated in 1914 and since then Victoria has had a very active Scouting community. In 1945 Senator Barnard donated a large property near Sooke to Scouting. Subsequently, some smaller acreages have been added creating the now a 250 acre facility with a variety of camping accommodations and activities. It is open year round and in the last fiscal year hosted 15,000 camper nights. Usage varies from year to year but on average we host about 40% non-Scouting youth organizations and 60% Scouting youth. The majority of our campers choose to stay in one of our residential-style facilities with commercial kitchen/dining areas and lofts or cabins for sleeping. Wilderness tenting areas are well-used by older youth and we have room for a great variety of activities on site: hiking, archery, water sports, field sports, etc. As a place to put camping skills into practice it is an amazing facility and greatly enhances the programs we offer in Scouting. For other youth/community organizations it offers easy accommodation in a safe environment and at very reasonable rates.



There are no age or group size restrictions for youth organizations wanting to use the camp, beyond the need for insurance coverage. The camp has the largest user capacity of any camp on Vancouver Island and rental rates are purposefully kept low (below actual operating costs) to ensure that camping is financially achievable to the majority of youth groups. We budget to collect 50% of our needed revenue from camp fees. For the rest we look to our membership and our community as we continue to develop facilities and accommodations to best meet the needs of youth organizations using the camp.



Supporting Inclusive Communities

Scouts Canada is an inclusive organization that does not discriminate. Any youth wanting to join is welcome. If they can't afford to join, there are programs in place to help finance their membership. Scouts Canada has mandatory accessibility awareness training required of all adult members.

Camp Barnard and the volunteers who manage and operate the camp are in full support of these philosophies and are working to ensure that every youth or adult is able to use the facilities.

Sustainable and Lasting Impact

Camp Barnard has been providing a safe and nurturing environment for youth to learn new skills and experience nature for more than 70 years. This project will ensure that the next seven decades of campers will include those who may perhaps need these facilities the most. This kitchen services one-third of the developed centre of camp but currently is only a three season facility because it cannot be effectively heated in the wet winter months.

Community Support from our User Groups

"I wanted to take a moment to appreciate you for the invaluable support you have shown to our organization, programs, staff and participants. The team out at Camp Barnard continues to go out of their way to support us on-site and to reach out to our participants. Camp Barnard, and the people out there, have become an integral part of our community and it is truly hard to imagine our operations

without their efforts.”
Jason Cole
Director of Programs
Power To Be Adventure Therapy Society



“The mission of the Children’s Health Foundation (formerly Queen Alexandra Foundation for Children) is to provide support for the physical, mental and social well-being of children, youth and families. I feel that the efforts being made at Camp Barnard to address these needs and increase usage by people living with disabilities is admirable and Queen Alexandra Foundation for Children highly endorses this initiative.

I feel that the benefits of camp to children and youth with disabilities is significant and would include increased self-confidence, and independence; a widened circle of friends; freedom of choice and self-expression; a chance to enjoy fresh air and learn new skills – all in a safe environment.”

Joy Spencer-Berry
(Former) President and CEO
Queen Alexandra Foundation for Children

“Camp Barnard continues to provide crucial facilities that offer accessibility and inclusion for people living with disabilities and significant life-barriers. For more than five years Camp Barnard has partnered, supported and strengthened our mission - inspiring youth and families in need of support to discover their limitless abilities through nature-based programs. We believe all people faced with barriers or disabilities deserve a promising future, and the opportunity to reach their full potential. Through infrastructure, equipment storage and a fantastic location we have been fortunate to **provide those opportunities**, thanks to Camp Barnard.

Our natural surroundings are vital for teaching life-skills, building connections and staying active; Camp Barnard’s staff echoes these values in the great work they do. Their goal when working with Power To Be is to ‘unleash the inner camper.’ Whether an adult with an acquired brain injury to a child with autism, they learn and adapt to support us.

- Physically - adapting their cabins, bathrooms, and open spaces to fit the needs of our clients
- Cognitively - offering visual directions and signage
- Fiscally - offering us heavily subsidized rates for bookings

Camp Barnard’s support in these areas is rare and unique. Their amazing staff team goes beyond the call of duty for us, and the community at large.

The sense of connection and accessibility to Camp Barnard helps our clients flourish no matter what physical or cognitive barriers they have. A recent client living with a Spinal Cord Injury - contributing to physical and cognitive limitations - was very hesitant about camping, but the Camp Barnard staff and facility provided an experience that changed her perceptions of ability and inclusion. “

Carinna Kenigsberg
Adaptive Recreation Program Manager
Power To Be Adventure Therapy Society

Capable Project Leader and Team

A sub-committee has been formed from members of the Camp Management Committee and includes: a former Architectural Building Technologist, Civil Engineer, former CRD Water Manager, former Telus Project Manager, and the Chair of the Camp Committee. The sub-committee is chaired by the Office

Manager of an internationally recognized architectural firm. All working on this committee are volunteers. We have the support of local structural, mechanical, and electrical engineering firms.

Summary

Why do we need to complete this project? In addition to making this structure efficient and extending the seasons that it can be used, a quote from a letter of support from Carinna Kenigsberg Adaptive Recreation Program Manager Power To Be Adventure Therapy Society says it clearly:



“The sense of connection to Camp Barnard helps our clients flourish no matter what physical or cognitive barriers they have. A recent client living with a Spinal Cord Injury - contributing to physical and cognitive limitations - was very hesitant about camping, but the Camp Barnard staff and facility provided an experience that changed her perceptions of ability and inclusion:

“I had an absolutely amazing time during our few days away. The weather was incredibly hot; the food was great and the company, paid/volunteer & disabled/able-bodied was absolutely incredible and hilarious. No matter what the level of ability. We were all involved in setting up tents, prepping and cooking meals, doing dishes and cleaning up camp. Days were spent swimming in the lake, improving our paddling skills and getting in touch with nature...”

Camp Barnard is making a large impact. Together (with Camp Barnard), we are spreading the vision that nature and camping can be accessible to all. It takes great drive, passion, and commitment to listen to the desires for camping adventures in our community, and offer accessible options. We are very grateful for the experience Camp Barnard provides and honoured to support the hopes of expanding and retrofitting their bathrooms and kitchen to be accessible for all.”

Keego Kitchen is an ideal residential camp setting-close to the lake, playing field and nature trails. A fully accessible washroom block with concrete walkways allows campers of all abilities to navigate around the site. Bunks in nearby sleeping cabins have been newly retrofitted for safety and ease of access. The kitchen in Keego has been renovated and fitted with new commercial stoves and stainless steel islands. This proposed renovation of the dining area in Keego Kitchen will make this facility the best in camp. Completion will allow us to move to a second phase of renovations which will add a mezzanine floor that will serve as a program area and allow for storage of program material, breakout spaces, and areas to run program indoors should the weather prove to be less than ideal.

While the bricks and mortar of the facilities sometimes take our focus, what we are proudest of is the number of people who use the camp. Camper nights have climbed annually for the last 10 years, in 2014 we hosted 18,000 camper nights; this Jamboree year will see a huge jump logging 20,000 camper nights in that one week period!. Our goal is to ensure that camp use continues to grow.



Introduction and Design Approach

The following is an outline of the architectural, structural, mechanical, and electrical design and systems that are proposed for the redevelopment and completion of Keego Kitchen. Camp Barnard is owned by BC-Yukon Scout Properties of Scouts Canada, and operated by a volunteer Camp Management Committee for Cascadia Council. It is required to be self-funding. Keego Kitchen was built in 1999.

Keego Kitchen is primarily used by younger Scouting sections (Beavers 5-7 and Cubs 8-10 years old), or for family camps, Scouter training events, and rental to non-Scouting schools and organizations. The facilities are not currently ideal as the dining area is unfinished with no insulation and no effective heating system for this two storey space. As a result it is a "warm" season facility only. It is the goal of the Camp Barnard Management Committee to firstly undertake an overall renovation to reroof the exterior and complete the interior of this building. This will involve insulating and dry walling, and installing a heat pump system to make this hall usable 12 months of the year, increasing usage of and revenue for the camp, and most important of all, allowing more youth to attend camp throughout the year.

Once this renovation phase has been completed and assessed it is hoped that a Second Phase can proceed to put in a second storey mezzanine space running the length of the dining area (50 feet), to a width of approximately 14 feet. The space would be divided into two breakout spaces separated by double doors, and accessed by two exterior staircases. This would enlarge the hall by 25% and provide valuable and practical space to be used as additional training spaces for youth leadership and Scouter training courses, craft/program areas for youth programs, and sleeping areas (provided the building is fitted with a sprinkler system). In addition to the benefit of having these new spaces, lowering the ceiling in the dining hall will make the building more efficient to heat.

"Children grow healthier, wiser, and more content when fully connected throughout their childhood to the natural environment in as many educational and recreational settings as possible. The benefits are long term and significant and contribute to their future well-being and the contributions they will make to the world as adults." - Nature Action Collaborative for Children.

As shown in the attached drawings, the addition of the second storey will require the removal/reconfiguration of the existing windows on both ends of the building. Exterior staircases are proposed so as not to reduce the space in the dining hall and to maintain the fire rating between the existing dining hall and the proposed second storey.

There will need to be two or three structural columns with new footings installed in the dining area to support the new structure as shown on the attached drawings.

The lighting in the existing dining hall and the proposed breakout rooms will be energy efficient florescent light fixtures. Outlets will be provided in the new space as per the BC Building Code. All work that is undertaken must be done in accordance with the current BC Building Code and all local Bylaws.

Interior Materials and Finishes

.1 New Breakout Rooms

Floor:	Marmoleum sheet product
Base:	Vinyl cove base
Walls:	Painted Gypsum wallboard
Ceiling:	Painted Gypsum wallboard
Doors:	Solid core double doors

.2 Dining Hall

Floor:	Existing concrete
Walls:	Painted Gypsum wallboard
Ceiling:	Painted Gypsum wallboard

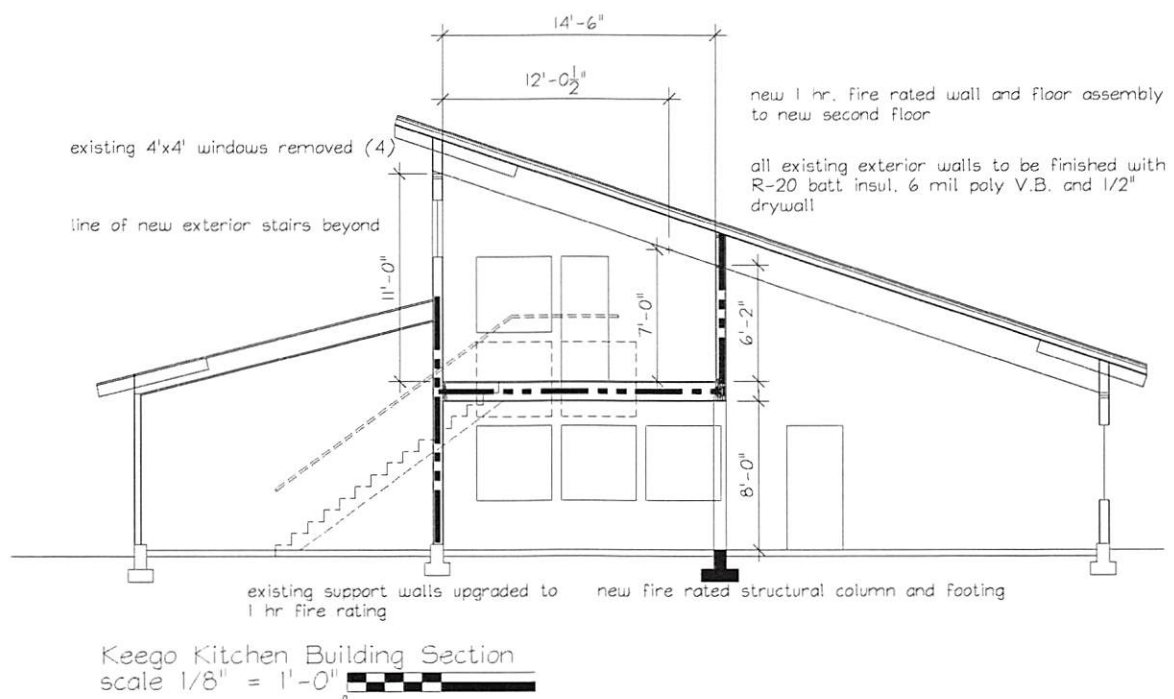


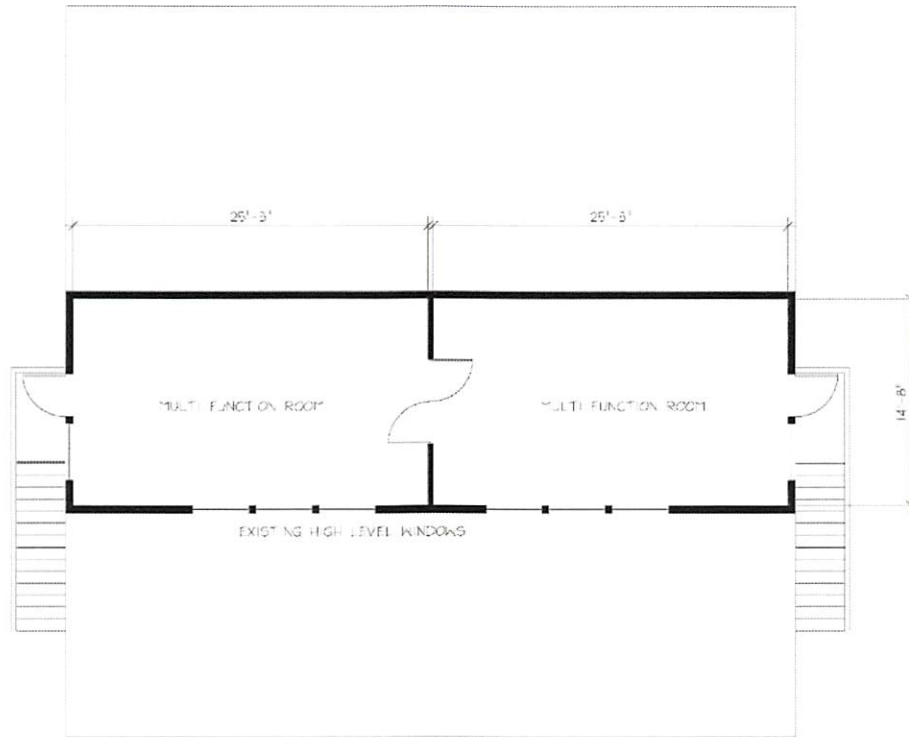
Exterior Materials and Finishes

Walls:	To match existing board and batten siding
Glazing:	Pre-finished aluminium frames with double glazed sealed units.
Framing:	Kiln dried construction grade lumber
Stairs:	Pressure treated lumber
Decking:	Pressure treated lumber
Fittings:	Galvanized
Doors:	Exterior metal doors, complete with panic hardware

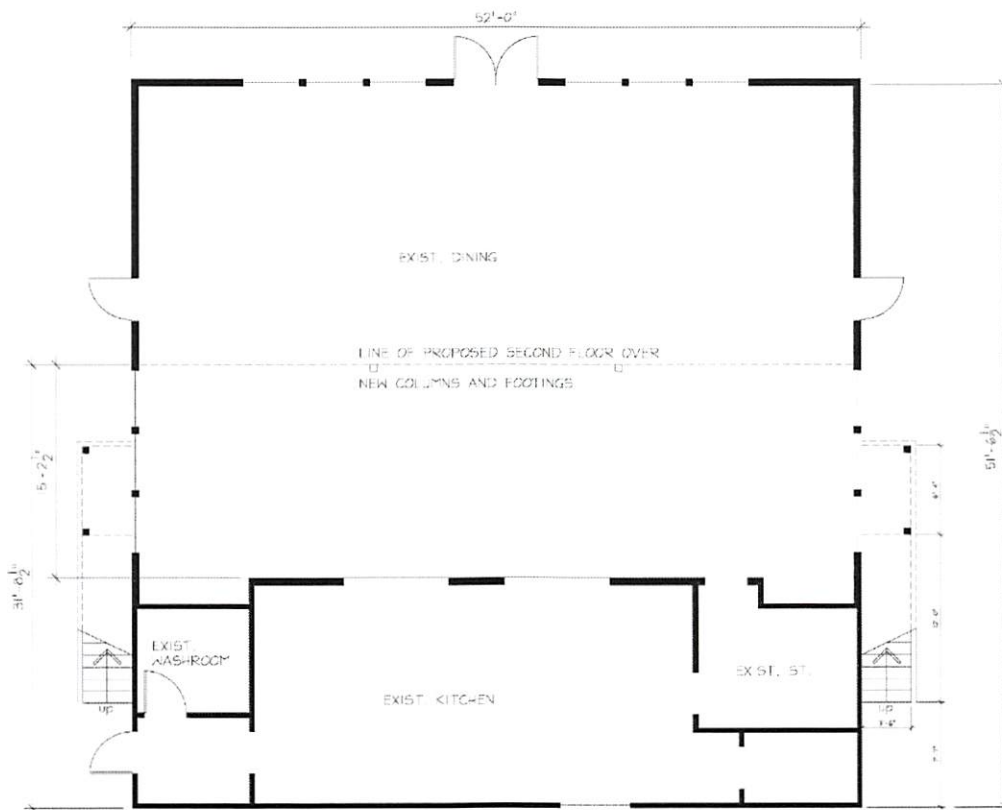


Drawings





Keego Kitchen Proposed Upper Floor
 scale 1/8" = 1'-0"



Keego Kitchen Main Floor
 scale 1/8" = 1'-0"

Scheduling

Some of the work can be done as soon as the funding and materials are in place. Work should be undertaken at times that will minimize interference with the rental/usage of the kitchen. A \$73,000 matching Canada 150 Community Infrastructure grant dictates that in order to take full advantage of this sum, all phases of the project should be completed by March 2018. Victoria Foundation's grant of \$15,000 is to be spent by July 2016.

Timing of the work should be scheduled to avoid the high camp usage to minimize the loss of rental income. Winter would be the optimal time, due to the limited usage by groups at this time as the building is too cold to dry out and warm up the youth. Availability of funds to pay for the each stage of work will dictate, to a certain extent, the timing of repair/renovations.

Budget Summary

The construction cost estimate for this project is \$189,200

Metal Roof	\$	45,000.00
Heating/Venting System		15,000.00
Insulation and Vapour Barrier		9,000.00
Drywall		22,000.00
Windows and Doors		7,000.00
Loft Structure		28,000.00
Exterior Stairs		15,000.00
Exterior Finishes		3,000.00
Upgraded Electrical		5,000.00
Flooring		5,000.00
Paint and Finishes		5,000.00
Recognition & Promotion		1,000.00
Design Fees		8,000.00
Permits		3,000.00
	\$	<u>171,000.00</u>
10% Contingency		<u>17,200.00</u>
	\$	189,200.00





Scouts Canada Cascadia Council Camp Barnard

505 Marigold Road
Victoria, BC, V8Z 4R5
www.victoriascouts.ca/www.campbarnard.ca

Gary Hendren
Project Contact

E: projectmanager@campbarnard.ca
P: 250.893.8154



It starts with Scouts.

District of Sooke
 FEB 04 2016
 Received

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: SOOKE SALTWATER SERIES

Address of Organization: 6734 WESTCOAST RD. BOX 128

V9Z-0P7

Phone: 250-642-7983

Fax: _____

E-mail: ron@2reel.ca

Contact Person: RON NEITSCH

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input checked="" type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$3500.00

Total Budget: \$24,500
 (attach completed Budget Form)

Have you applied before? NO When? N/A Grant Received? N/A

Have you submitted a final report for previous grant? N/A

Incorporation number and date of incorporation if applicable: N/A
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) THE SERIES IS MEANT TO DRAW ALL ANGLERS TO COMPETE IN A YEAR LONG (3) DERBY SERIES DURING OFF SEASON PERIODS, SUPPORTING LOCAL SOOKE BUSINESSES, SALMON ENHANCEMENT AND SOOKE FOOD BANK.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: FUNDS ARE BEING SOUGHT FOR ADVERTIZING BANNERS, INCLUDING A LARGE 30' X 4.5 HIGHWAY BANNER PROMOTING THE EVENTS, AN EVENT TENT (10' X 20') TO KEEP PARTICIPANTS DRY. A BAR-B-Q TO SERVE FOOD DURING WEIGH IN. SEE ATTACHED BANNER QUOTE.

Purpose of project: TO GROW DERBY SERIES THROUGH ADVERTIZING AND PROVIDING BASIC SHELTER AND FOOD FOR GUESTS DURING THIS OUTDOOR EVENT. A GRANT WOULD ENABLE ORGANIZERS TO CONTINUE TO BUDGET FOR PRIZES AND CHARITY DONATIONS AND GROW THE DERBY.

The names of those involved in carrying out the project: RON AND ERIN NEITSCH ELDEN AND ANNIE-MARIE SMITH, AL KENNEDY, LAURA DAGLIESH, LORI HERRLING, JESSE LEGG ANGELAKING

Date and Place of Project: MAY 28, 29 / OCT. 8TH / DEC. 26 / 2016

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name: SOOKE SALTWATER SERIES

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		\$3500		\$ 3500
Other grants				\$
(list funder)				\$
(list funder)				\$
PROJECTED				\$
Admissions / fees: TICKET REVENUE		\$15,000		\$ 15,000
SPONSORSHIPS		\$6,000		\$ 6,000
Other:				\$
				\$
Total Revenues				\$ 24,500
Expenses				
CASH DISBURSEMENTS				\$ 10,000
CHARITABLE DONATIONS				\$ 7,000
ADMIN, ADVERTIZING, WEB HOSTING, PRINTING				\$ 4,000
DERBY EXPENSES				\$ 1,000
SERIES EXPENSES - FOOD, DRINK, TROPHY JACKET,				\$ 2,500
BANNERS, BAR-B-Q, TENT				\$
				\$
Total Expenses				\$ 24,500
			Net Income	\$

COMMUNITY GRANT PROGRAM - Financial Statement

Period Covered: 2015 SEASON

Organization Name: SOOKIE SALTWATER SERIES

Revenues	Actual Results
Grants: N/A	\$ N/A
(list funder)	\$
(list funder)	\$
(list funder)	\$
TICKET REVENUE	\$ 12,000
Admissions / fees:	\$
	\$
	\$
Other: SPONSORSHIPS / FUNDRAISING	\$ 4500.00
	\$
Total Revenues	\$ 16,500
Expenses	
CASH DISBURSEMENTS	\$ 7250
	\$
CHARITABLE DONATIONS	\$ 4200
	\$
ADMIN.- ADVERTIZING, PRINTING	\$ 1,000
	\$
DERBY EXPENSES	\$ 1550
	\$
SERIES EXPENSES	\$ 2500
Total Expenses	\$ 16,500
	Net Income \$

GRANT APPLICATION ADDITIONAL INFORMATION

REASON FOR PROJECT - TO ENHANCE AND IMPROVE OFF SEASON BUSINESS IN THE COMMUNITY WHILE SUPPORTING SALMON ENHANCEMENT EFFORTS AND THE SOOKIE FOOD BANK.

LIKELY IMPACT - INCREASE IN BUSINESS FOR CHARTER OPERATORS, ACCOMODATION PROVIDERS, FOOD + BEVERAGE INDUSTRY, GROCERY, ETC. MORE MONEY BEING SPENT DURING SEASONLY SLOW PERIODS,

PARTICIPATION - TYPICALLY THE DERBIES DRAW 75 TO 100 ANGLERS PER DERBY. LAST YEAR SAW 38 PARTICIPANTS IN THE SALTWATER SERIES PORTION OF THE DERBIES. BENEFITS TO SMALL BUSINESS OWNERS IN THE COMMUNITY DIFFICULT TO MEASURE,

Quote



Payment due when order completed

Date	Quote #
1/25/2016	1953

Quote To
Sooke Saltwater Series

Ship To

P.O. No.	Terms	Rep	Ship	Via	F.O.B.	Project
			1/25/2016			
Quantity	Item	Description			Price Each	Amount
30	- banner	30' x 4.5' banner 14 oz Hemmed & Grommated			150.00	150.00
25	- vinyl	30' 6 yr cut vinyl for lettering			10.00	300.00
	- vinyl	25 sq ft printed vinyl for logos			8.00	200.00
		Printed vinyl for decals \$8/sq ft				
		Printed coroplast \$9/sq ft				
Sales Tax Summary						
					GST@5.0%	32.50
					PST (BC)@7.0%	45.50
					Total Tax	78.00
					Total	\$728.00

GST/HST No. 131364184

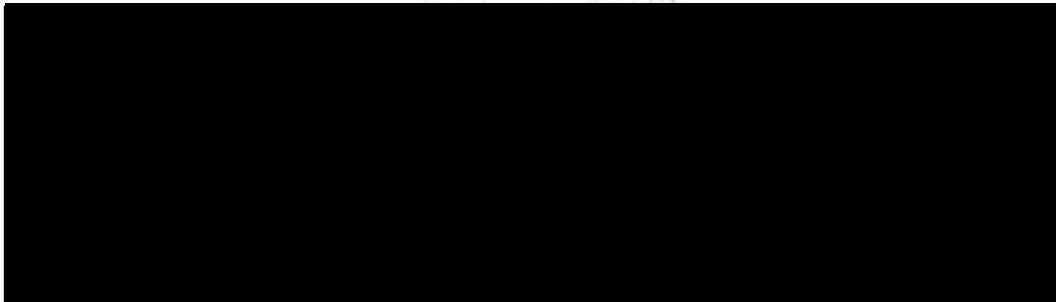


BBQ, PROPANE 5BRNR 805" 50M STRLNG SKU: 6421-209
Price: \$449.99 EA
ONWARD MFG CO LTD (IN)

February 4, 2016



- 50,000 BTU stainless steel tube burner system
- 10,000 BTU powerful side burner
- 805 sq. in. total cooking surface including porcelain coated warming rack
- 555 sq. in primary cooking surface
- Cast iron cooking grids
- Stainless steel Flav-R-Wave(TM)
- Five stainless steel tube burners
- Linear Flow(TM) valves
- Sure-Lite(TM) electronic ignition system
- Deluxe Accu-Temp(TM) thermometer
- Black porcelain hood panel with stylish cast aluminum end caps
- Dura-Bilt(TM) porcelain enamel cookbook
- Stainless steel control panel and shelf fascias
- Black powder coat cart with decorative black painted front panel
- 6 inch injection molded wheels



February 4, 2016

SALES PROPOSAL #005782

Reg# Map

BK gst#854050531

Mailing Address Only

Bill to:Eagle Eye
ATTN:Ron

Customer to sign



X _____

Fire Code #NFPA 701 CPA 84 and ULC-S-109

Phone:

Date out:Feb 2016

Cell :

Return date:

Email:sales@eagle-eye.ca

Event date :

Location:

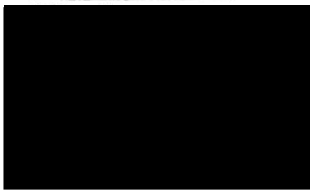
Event name:

Phone :

No tape on any part of tents (\$) applied

SPECIAL INSTRUCTIONS :

Shipping Address



No Tape on equipment \$500 charge. No zap straps allowed. Damages replacement value

Description	Quantity	Unit Price	Extended Amount
Blue pop up tent 10x15 HD	1	\$1050.00	\$1050.00
		Delivery :	
		SubTotal:	\$1050.00
		GST: (5%)	\$52.50
		PST : (7%)	\$73.50
		Deposit Paid:	
		TOTAL	\$1176.00

A 30% DEPOSIT OF \$_ IS REQUIRED TO SECURE ORDER. THE BALANCE \$1176.00 IS PAYABLE TWO WEEKS PRIOR TO SET UP OF YOUR EVENT. **BALANCE DUE UPON DELIVERY . CREDIT CARD REQUIRED FOR SECURITY DEPOSIT.** See below for tape on equipment charges. All items removed before tear down arrival PAYMENTS CAN BE MADE TO THE ABOVE ADDRESS (CHEQUE, VISA, MC) IF PAYING BY CHEQUE, SECOND CHEQUE MUST BE SENT ALONG WITH DEPOSIT. cheque or credit card processed on above due date. A CONFIRMATION OF YOUR RENTALS WILL BE RETURNED TO YOU WHEN DEPOSIT HAS BEEN MADE. **Any cancelled orders after site inspection and booking deposit are done will be charged a \$25 administration fee.**

SOOKE NEWS MIRROR



Fishing derby series expected to become an economic driver

By Sooke News Mirror

Published: **January 20, 2016 05:00 AM**

Updated: **January 19, 2016 12:912 PM**

Ever since Sooke was Sooke, many flocked here for several reasons; perhaps it was the natural, wild beauty that provided an escape from the city, or the closeness of its tightly-knit community, though many would agree it was something else: fishing.

After the Sooke Saltwater Series fishing derby held its first event on Boxing Day last year, hundreds of tickets sold, attracting close to 40 participants, something that has never been seen before in this derby.

And it wasn't just exciting to see people catch fish and win prizes, but a community coming together by itself in a time when everything's cold and slow, said Coun. Kevin Pearson, an avid fisherman.

"It's a bunch of fishermen that have put this together for very unselfish reasons. They are very motivating," he said.

The event came as a positive sign for Sooke's business community, as it managed to invite people to come here in the off season, a feat not easy to pull off in winter.

"This is true economic development, because they're not looking for handouts or grants," Pearson said, adding that the event's organizers came to the District of Sooke only for sponsorship, not anything else.

No doubt, local sports fishing is a year-round economic driver that is hard to ignore, especially when it exposes visitors directly to Sooke's natural setting on such a large scale. More importantly, it stimulates business in town as more faces show up for the fun.

"People are spending money locally on bait, on gas, on food, and accommodations. They're being exposed to it, and they like it," Pearson said, calling sports fishing the "single best economic enhancement" that Sooke can really push.

Pearson suggested that involving all areas of the local business community into a single charge is what could truly turn Sooke into a major fishing capital, stimulating other businesses in the process such as restaurants, hotels, and outdoor shops.

But that cooperation is already happening, as businesses in Sooke are working together a little more than they used to, said Ron Neitsch, a veteran operator of a local fishing charter and one of the central organizers behind the derbies.

Neitsch said derbies will attract more customers in the future, but working together with the district and the business community is what will help everybody with creating a healthy and positive local business environment.

"When businesses give us gift certificates and funding for this sort of thing and they get their names together on the posters, it's kind of a joining together," he said, adding that it's this working-together that have helped in the past with prizes, such as first-place prizes.

So far, first-place prizes in derbies have varied between \$1,500 and \$2,000, but Neitsch hopes that those numbers will go further up, which is certain to attract more participants.

He suggested one way of upping the prizes is improving that relationship between the derbies and the local businesses, by simply recognizing their efforts and getting them involved as much as possible in events.

"People get pretty tired if they're in small businesses and they're giving and giving to events and the events are not giving back, and that's gotta be a huge part of this," Neitsch said, adding that in the past, sponsors were invited to come up and give away some of the prizes, even if it was a prize they didn't necessarily donate themselves.

District of Sooke
 APR 28 2016
 Received

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Sooke Region Communities Health Network (SRCHN)

Address of Organization: 6672 Wadams Way
Sooke, BC
V9Z 0H3

Phone: [REDACTED] Fax: _____

E-mail: srchna@sookeregionchn.com

Contact Person: Christine Bossi (Coordinator)

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input checked="" type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input checked="" type="checkbox"/> Community beautification
	<input checked="" type="checkbox"/> Environmental

Amount Requested: \$7,000.00 Total Budget: \$18,350.00 (2016/2017)
 (attach completed Budget Form)

Have you applied before? NO When? / Grant Received? /

Have you submitted a final report for previous grant? /

Incorporation number and date of incorporation if applicable: 859185803 2003 Ro001 (CRA#)

(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) _____

SRCHN - Improved health and wellbeing in the community
CASA Garden - A safe haven/refuge for vulnerable individuals, + a learning possibility for the general population within gardening, food production and preparation.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: The CASA garden had its debut over a decade ago, thanks in part to the District of Sooke. Renovations are required as the structures have been exposed to the elements over time. This garden has been a pearl in the community; well visited by many vulnerable individuals due to its proximity to the Sooke Child, Youth and Family Centre.

Purpose of project: Adapt garden to be more accessible for seniors and physically challenged through rehabilitated raised beds and more even pathways, fencing, ^{repair} gates, gazebo roof, shed repair, strengthen support wall towards the ravine.

The names of those involved in carrying out the project: Partner with FoodNet (technical support)
Rick Robinson - Chair of Board SRCHN
Christine Bossi - Coordinator SRCHN

Date and Place of Project: April 27th, 2016, → Renovations Fall/Winter 2016
CASA Garden, 6672 Wadams Way, Sooke

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: April 27th, 2016

Organization Name: Sooke Region Communities Health Network

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	2016/2017
Grants:				\$
District of Sooke request		\$ 7,000.00		\$ 7,000.00 *
Other grants				\$
(list funder) Farm Credit Canada				\$
(list funder) (over 2 years = \$19,500.00)		\$9,750.00		\$ 9,750.00
↳ programs, fees etc				\$
Admissions / fees:				\$
Programs - cooking + gardening		\$1,000.00		\$ 1,000.00
Other: Donated garden supplies			\$100.00	\$ 100.00
Volunteer time			\$500.00	\$ 500.00
Total Revenues 2016/2017				\$ 18,350.00
Expenses				
Garden renovations				\$ 7,000.00 *
Garden tools and supplies				\$ 1,000.00
Program costs for cooking/canning and garden classes				\$ 2,000.00
Promotion + administration costs				\$ 500.00
Honoraria, volunteer incentive, instructors				\$ 1,000.00
Coordinator fee (in charge of programs + volunteers)				\$ 6,850.00
				\$
Total Expenses 2016/2017				\$ 18,350.00
Net Income				\$ —

* DoS grant application

**CERTIFICATE
OF
CHANGE OF NAME**
COOPERATIVE ASSOCIATION ACT

I Hereby Certify that

SOOKE CO-OPERATIVE ASSOCIATION OF SERVICE AGENCIES

has this day changed its name to

SOOKE REGION COMMUNITIES HEALTH NETWORK COOPERATIVE

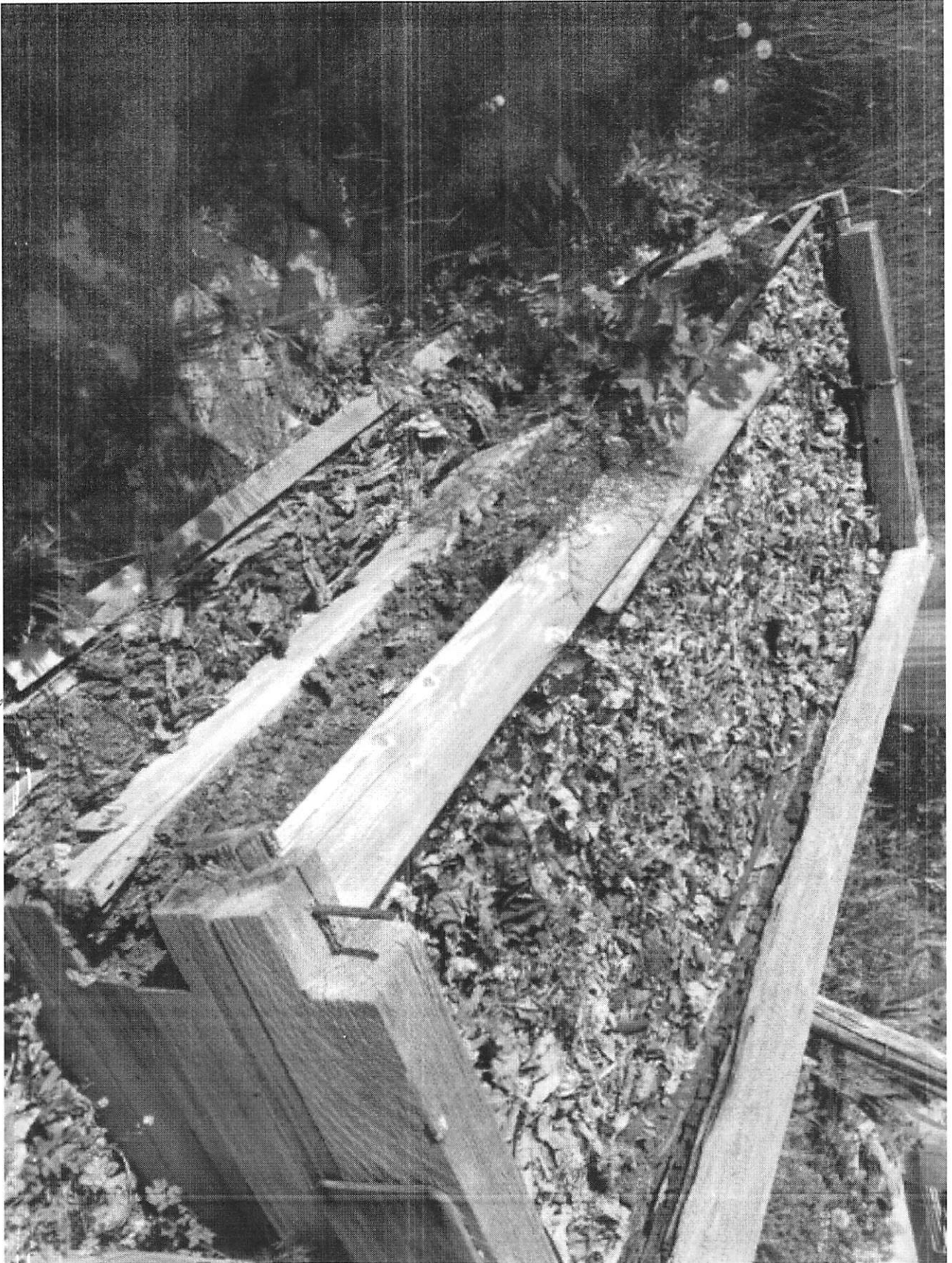
Issued under my hand at Victoria, British Columbia

on December 14, 2015



CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

CASA Garden - Example of state of disrepair April 2016



Sooke CASA
Statement of Income
For the year ended March 31, 2015

	CASA	SRVC	CHI	Total
REVENUE				
Non-Charitable Donation (individ)	36.75	391.00		427.75
Non-Chart. Donation/Grant		1,025.00		1,025.00
Rental Revenue		55.00		55.00
DOS service agreement			21,875.00	21,875.00
VIHA funding			17,500.00	17,500.00
Family Practice			750.00	750.00
Miscellaneous Revenue	100.00	953.01		1,053.01
Bank Interest and Revenue	6.15	0.03	5.52	11.70
TOTAL REVENUE	142.90	2,424.04	40,130.52	42,697.46
EXPENSES				
Grounds Maintenance	282.20			282.20
Insurance Expenses	1,547.00		990.00	2,537.00
CHI Administration			14,740.00	14,740.00
Office Supplies		340.77	117.22	457.99
Facility rental	625.00	50.00	556.00	1,231.00
Advertising and Promotion		63.07	852.56	915.63
Miscellaneous Admin Expenses			515.00	515.00
Organizational Membership	65.00	95.00		160.00
AGM and Annual Report	234.57			234.57
Fundraising Expenses			47.00	47.00
Professional Fees (Contractor)			3,436.22	3,436.22
WCB Expenses			88.90	88.90
Special Events		874.35		874.35
TOTAL EXPENSE	2,753.77	1,423.19	21,342.90	25,519.86
NET INCOME (LOSS)	(2,610.87)	1,000.85	18,787.62	17,177.60

Sooke CASA
Balance Sheet As at March 31, 2015

ASSET

Current Assets

Operating Bank Acct (CCS: 182790)	10,712.92
Coast Capital - VC	2,354.19
Coast Capital - CHI	22,200.21
Savings Bank Acct (CC 200)	2,554.83
Coast Capital - CHI	20,892.45
Bank Shares	5.00
Gaming account	-0.02
Bank Shares - gaming	5.00
GST Receivable	153.36
Total: Current Assets	<u>58,877.94</u>

Capital Assets

Computer Hardware	2,888.80
Computer Hardware: Depreciation	<u>-1,193.00</u>
Net Computer Hardware	1,703.80
Equipment and Furniture	80,206.26
Equipment and Furniture: Dep	<u>-53,648.20</u>
Net Equipment & Furniture	<u>26,558.06</u>
Total: Capital Assets	<u>28,261.86</u>

TOTAL ASSET 87,139.80

LIABILITY

Current Liabilities

Accounts Payable	99.75
Security Deposit	2,554.83
Membership - CASA	340.00
Membership - SRVC	875.00
Deferred Revenue	<u>22,200.00</u>
Total: Current Liabilities	<u>26,069.58</u>

Special Purpose Funds

Assets for Operation	<u>28,261.86</u>
Total Special Purpose Funds	<u>28,261.86</u>

TOTAL LIABILITY 54,331.44

EQUITY

Member Equity

Retained Earnings	15,630.76
Current Earnings	<u>17,177.60</u>
Total: Member Equity	<u>32,808.36</u>

TOTAL EQUITY 32,808.36

LIABILITIES AND EQUITY 87,139.80

Schedule "A"

This Schedule details the Services to be provided by CHI to the District pursuant to the agreement.

- Sooke Region Resource website (www.sookeregionresources.com)
 - website improvements, updates and maintenance;
- Age Friendly Committee for Sooke:
 - develop planning and/or activities to achieve official provincial status for Sooke as an Age Friendly Community
- Seniors/Youth/Community Activity Centre
 - Identify the needs of the community
 - Initiate and facilitate community forum/s or other opportunities to discuss development of a community activity centre, and to inform Council on this initiative
 - Solicit partnerships and engage support from interested potential partner organizations
 - Goal of September 30 2014 completion date for these services
- Primary Health:
 - address issues identified through the Primary Health Care Working Group and Mayor's Panel, Community Health and Social Initiatives
 - maintain and further develop relationships at regional and provincial levels for community health initiatives
- Volunteer Initiatives
 - Explore funding opportunities to implement OCP identified Volunteer initiatives and activities that promote Sooke's claim as the Volunteer Capital of Canada



April 10, 2016

Community Grant Review Committee
c/o Director of Finance
District of Sooke
2205 Otter Point Road,
Sooke, B.C. V9Z 1J2

District of Sooke
APR 13 2016
Received

Dear Sirs,

Please find enclosed our application for financial assistance under the Community Grant Program – Category B, for the 2016 Sooke River Bluegrass Festival.

Our Society had applied for a grant for the festival in 2014 and 2015, but was not successful in securing funding from the District.

The festival will be in its 14th season this year, and continues to be the ‘first of the season’ outdoor festival of its kind. It is an anticipated, signature event within the District of Sooke, and brings in visitors from all over Vancouver Island and the Mainland.

We have increased our proposed budget for 2016 in anticipation of receiving a grant, and being able to do more promotion, bring in more bands, and attract even more attendance.

We have requested a grant of \$5,000, but are grateful to receive whatever the District can provide to support this worthwhile event. It provides a significant cultural and economic benefit to the area.

If you require anything else at this time, please let me know.

Sincerely,

Al Planiden, Director
Sooke River Bluegrass Festival Society
Phone: (250) 642-3395 [REDACTED]

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: SOOKE RIVER BLUEGRASS FESTIVAL SOCIETY

Address of Organization: 

Phone: 250-642-3395 Fax: _____

E-mail: 

Contact Person: AL PLANIDEN

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input checked="" type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$5,000 Total Budget: \$30,781
(attach completed Budget Form)

Have you applied before? YES When? 2014 Grant Received? NO
2015

Have you submitted a final report for previous grant? N/A

Incorporation number and date of incorporation if applicable: S-46328, June 26/2003
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) _____

(SEE ATTACHED)

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: _____

(SEE ATTACHED)

Purpose of project: _____

(SEE ATTACHED)

The names of those involved in carrying out the project: THE SOCIETY DIRECTORS:
PHIL SHAVER, LARRY STATLAND, AL PLANIDEN, LISA FEENEY & FRANCIS TALLY, IN ADDITION TO MANY VOLUNTEERS
FROM ACROSS THE CRD

Date and Place of Project: JUNE 17, 18, & 19TH, 2016
SOOKE RIVER CAMPGROUND
2259 PHILLIPS RD, SOOKE, BC.

2016 District of Sooke – Community Grant Program

Describe Your Organization

The Sooke River Bluegrass Festival Society is an all-volunteer based organization, whose primary activity is the annual production of a three-day long bluegrass music festival held annually on the Father's Day weekend at the Sooke River Campground.

The Society works with the Victoria Bluegrass Association (VBA), which is the premier organization on the south Island for bringing people together for the enjoyment, advancement, and preservation of bluegrass and related acoustic music. Together the associations "make bluegrass happen on the South Island". The festival society is responsible for holding the only festival of this type in the area, and providing an opportunity for large numbers of musicians and festival goers to gather in a very scenic outdoor venue in Sooke.

Festival Program Description:

- **Activities Provided and How They Are Delivered**

The festival is a family oriented event, and features an array of talented local and visiting bands performing acoustic based music on a stage. While the headline acts perform on the main stage, one of the biggest draws at a bluegrass festival is the impromptu music 'jamming' that happens when a large number of bluegrass musicians congregate. This instrument playing and singing takes place all during the day and late into the evening, and can be found happening throughout the campground and in the performance area itself.



Main Stage Performers

As a festival attendee and listener, often the ‘magic’ of being there, is coming across one of these intimate performances that are held away from the main stage. Bluegrass festivals are unique in this regard, and are the reason people look forward to attending them, and getting together to make and enjoy music after the scheduled performances.



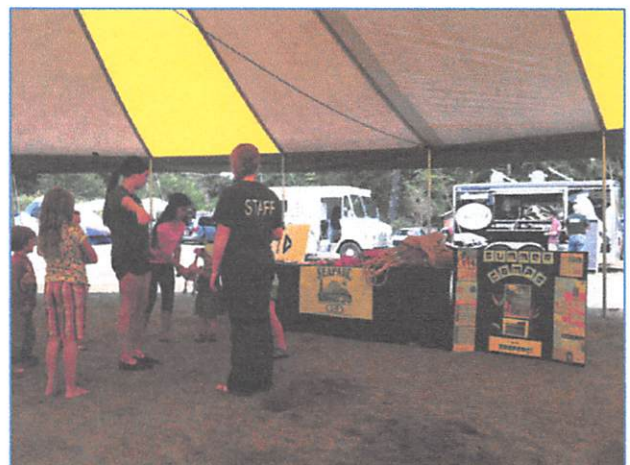
Campground
Jamming

Some of the performing musicians provide vocal and instrument seminars that are held on site. The festival site also offers food and merchandise provided by local area vendors.

Other activities include a Saturday night square dance under a big top circus tent, with a live string band and caller; a moderated “slow-pitch” instrument jam for beginning musicians; and a “Kid-Zone” play area under the big top near the main stage, with supervised children’s activities.



Old Time Dancing Under the Big Top



Kid Zone – Courtesy of SEAPARC

For more information, please visit the festival website at www.sookebluegrass.com, which also features a short promo video.

- **Community Benefit**

The Sooke River Bluegrass Festival is essentially an art festival that embraces and promotes acoustic, roots based music. This festival is now in its 14th season, and has a strong identity with the District of Sooke. It is the first outdoor bluegrass festival held each year on Vancouver Island, and the bluegrass music community looks forward to kicking off the seasonal festival circuit with a visit to Sooke!

In addition to their social and creative benefits, art festivals promote tourism and business by attracting visitors, and this has a positive economic benefit to the community. The Sooke River Campground, run by the Sooke Community Association, benefits financially from having a full campground from festival attendees. Local vendors are retained and provided their services on the festival site.

The festival organizers also have a commitment to introducing children to the tradition of acoustic music. Children that are 14 years of age and under are admitted free to the festival, to help encourage the attendance of families. The week prior to the festival, square dance workshops are held in the Sooke public schools, featuring a live band and caller. These workshops give students an opportunity to experience and participate in a musical tradition that is becoming increasingly rare. In addition, all of the students participating in the workshops are given complimentary festival passes so that their parents or guardians can also attend free of charge.

- **Accessibility**

The festival is open to the general public and is accessible by disabled persons. Residents adjacent to the festival grounds and within ‘earshot’ of music activities are typically provided with complimentary passes to the festival.

The Festival Society works with the Sooke Community Association to have the campground available exclusively to campers attending the bluegrass festival on Father’s Day weekend.

CRD –SEAPARC has been very supportive through the years in making parking available at the arena for festival attendees.

- **Sustainability**

Producing an outdoor festival of this type is inherently a financial risk. One has no control over the weather, or over things like last minute changes by key performers or competing events that may get scheduled for the same date.

Still, despite the risks, the Sooke River Bluegrass Festival is in its 14th season and remains in a good financial position. This has been the result of fundraising, strong volunteer support and a history of prudent operations.

- **Community Support**

We are an all-volunteer run organization, and the festival weekend requires a contribution of well over 350 volunteer hours. This does not include the many hours that the Society directors put in throughout the year maintaining the Society as a viable entity.

The Sooke River Bluegrass Festival Society works with the Sooke Community Association, the Victoria Bluegrass Association, The Sooke Region Volunteer Centre, and SEAPARC to put on the festival.

In addition to volunteer time provided, the festival also receives financial sponsorship and “in kind” support. Our 2015 partners and sponsors included: the Royal Canadian Legion #54 Sooke, the Victoria Bluegrass Association, the SCA, SEAPARC, the Sooke Prestige Inn, and thirteen other local area businesses.

A bluegrass music jam is held the 1st and 3rd Sunday of the month at the Sooke Legion. Regular attendees and visitors participate in the afternoon music sessions and become aware of the festival in June, and the Legion itself provides financial support for the event.



Bi-Weekly Bluegrass Jam at the Sooke Legion

- **Why We Should Receive Municipal Funding**

The festival is a long standing, and much loved family event, and is a worthwhile undertaking within the District of Sooke. It brings in visitors from all over Vancouver Island and the Mainland, and being the first such outdoor festival of the season, gives it a great association with Sooke.



It takes time to establish an event and its identity with a particular community, and that ‘puts it on the map’, so to speak. Sooke certainly had that with the very well-known “All Sooke Day” which ran for 70 years until it was decided to cancel it about 13 years ago.

The Sooke River Bluegrass Festival has an identity with Sooke, and has the potential to continue to grow and become an even more significant event within the community. We promote Sooke with a welcome message from the Mayor in our festival program, and we acknowledge support from the district with a banner on the stage.


Message from our Mayor

It is my pleasure to welcome everyone to Sooke for the Sooke River Bluegrass Festival. I extend my congratulations to all the volunteers who will bring us this performance event this weekend.


The Bluegrass Festival has been an annual gathering very much focused as a celebration for the whole family, and there is always entertainment for people of all ages. It is a cooperative affair, and is organized and delivered by volunteers and musicians throughout the Sooke community and other towns and cities.

Whether you are visiting Sooke for the first time to watch the performers, or have been here many times before, you can count on the performers to provide you with a very memorable experience!

On behalf of the District of Sooke, I would like to extend a warm welcome to our residents and to the many visitors who have come to our beautiful community. I hope you have a great time and will enjoy the hospitality that is offered.



Mayor Maja Tait
District of Sooke



District of Sooke

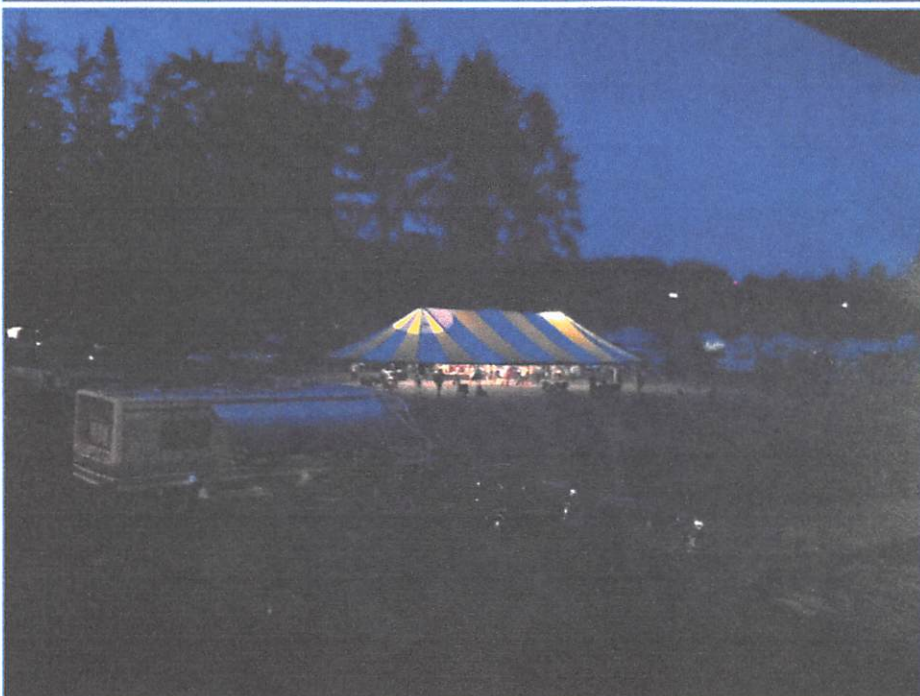


We have increased our proposed budget for 2016 in anticipation of receiving a grant and being able to do more promotion, increase our band budget, and finance additional dance workshops in the Sooke public schools.

We feel the District of Sooke should be an active participant in supporting this worthwhile festival.



Festival Site



..... at Night

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: APRIL 10, 2016

Organization Name: SOOKE RIVER BLUEGRASS FESTIVAL SOCIETY

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		✓		\$ 5,000
Other grants				\$
(list funder) SOCAN FOUNDATION GRANT		✓		\$ 1,000
(list funder)				\$
				\$
Admissions / fees:				\$ 15,545
				\$
Other: (SEE ATTACHED)				\$ 9,282
				\$
Total Revenues				\$ 30,827
Expenses				
(SEE ATTACHED)				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Expenses				\$ 30,781
			Net Income	\$ 46

Program Budget 2016
Sooke River Bluegrass Festival
Projected Revenues & Expenses
for the year ended August 31, 2016

	<u>Past 2015 Fiscal</u>	<u>Projected 2016 Budget</u>	
Revenues			
	-		
Sooke Community Grant Funding	-	5,000	unconfirmed
SOCAN Foundation Grant	-	1,000	unconfirmed
Sponsorship	3,700	3,700	
Ticket Receipts	15,545	15,545	
Raffles	1,747	1,747	
Vendor Fees	1,558	1,558	
Merchandise	455	455	
Kitchen	1,081	1,622	
Other	200	200	
Sub-Total	\$ 24,286	\$ 30,827	
In-Kind Income			
Labour	3,530	3,530	
Total	\$ 27,816	\$ 34,357	
Expenses			
Bands	9,095	10,500	
Production	3,487	4,050	
Promotion	2,672	4,830	
Security	714	714	
Site Expenses	3,335	4,746	
Raffles	701	701	
Merchandise	852	852	
Kitchen	1,238	1,857	
SOCAN	837	466	
Sooke School Workshops	200	1,600	
Website	136	136	
Other	329	329	
Sub-Total	\$ 23,596	\$ 30,781	
In-Kind Expenses			
Labour	3,530	3,530	
Total	\$ 27,126	\$ 34,311	
Excess of Revenues over Expenses	\$ 690	\$ 46	

Sooke River Bluegrass Festival Society
Treasurer's Report Year End 2015
Financial Report for September 1, 2014 to August 29, 2015
(with comparative figures for year-end January 1, 2013 to August 31, 2014)

Balance Sheet	2015	2014	Income Statement	2015	2014
Assets			Income		
Cash	\$ 100	\$ -	Interest	\$ 222	\$ 104
Membership Shares	5	5	Festival Tickets	15,545	12,349
Chequing Account	26	108	Raffles	1,747	1,395
Savings Account	8,140	950	Vendors	1,558	1,072
GIC Unrestricted Funds	-	17,000	Merch	455	486
Acrued Interest on GIC	-	42	Kitchen	1,081	-
GIC Restricted Funds	12,000	-	Sponsorship	3,800	4,850
Acrued Interest on GIC	23	-	Xmas Show	311	-
Gaming Account	-	-	Donation	130	298
Pre-Paid Expenses	-	-	Other	200	100
Accounts Receivable	350	200	Total Income	<u>25,048</u>	<u>20,653</u>
Total Assets	<u>\$ 20,644</u>	<u>\$ 18,305</u>			
			Expenses		
Liabilities and Equity			Administration	266	52
Accounts Payable	\$ 1,384	\$ -	Bands	9,095	7,753
AI Payable	-	87	Production	3,487	3,301
Phil Payable	-	-	Promotion	2,718	1,914
Larry Payable	44	46	Security	714	443
Total Liabilities	<u>1,428</u>	<u>133</u>	Site Expenses	3,335	3,797
			Raffles	701	101
Opening Equity	18,172	16,029	Merch	852	790
Net income	1,044	2,143	Kitchen	1,234	-
Closing Equity	19,216	18,172	Workshop	200	274
			Website	136	86
Total Liabilities and Equity	<u>\$ 20,644</u>	<u>\$ 18,305</u>	Sponsorship Write Off	100	-
			SOCAN	879	-
			Other	288	-
			Total Expenses	<u>24,005</u>	<u>18,510</u>
Notes:					
			Net Income	<u>\$ 1,044</u>	<u>\$ 2,143</u>

DUPLICATE



NUMBER: S-46328

SOCIETY ACT

CERTIFICATE OF INCORPORATION

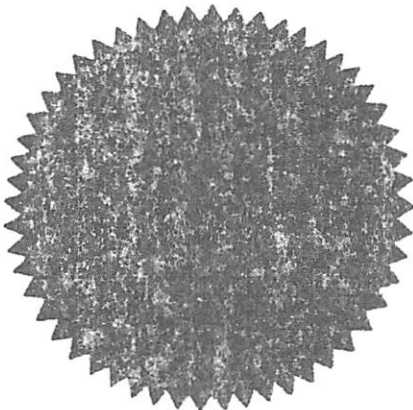
I Hereby Certify that

SOOKE RIVER BLUEGRASS FESTIVAL

has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on June 26, 2003



JOHN S. POWELL
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

YOUNG OLD-TIME MUSIC & DANCE
ASSOCIATION

YOMADA



**SOOKE RIVER
BLUEGRASS FESTIVAL**

SQUARE DANCE WITH YOMADA

For the past 3 years, the **Sooke River Bluegrass Festival** and **YOMADA** have teamed up to bring the students at Saseenos Elementary an exciting square dance workshop.

It's been a raving success and very well received!

What we offer:

- Live music from an old-time band including 45-minute interactive square dance lesson taught on the spot. This includes a live dance caller and the ability to check off all your dance PLO's for the year!
- Complementary festival passes to the **Sooke River Bluegrass Festival** held on June 17-19th (A \$50 value). This festival includes a Kid's Zone, food & craft vendors, top-notch bands from across Canada, and a family square dance under the Big Top Tent.

When: Any day from now until June 17.

Who: Individual classrooms, teams of classrooms, families and friends.

Why:

- We think it is important to inspire children to listen to new genres of music, which will in turn create a more well rounded individual.
- This is an activity that children of all ages will enjoy whether they are simply tapping their toes or moving their bodies to the music or challenging themselves to perform more intricate dance patterns.

This is our 14th year running the festival and we would like to extend this opportunity to your school.

If interested, please call Phil Shaver at 250-812-8144 or email studiobones@yahoo.com.

Check out our websites, sookebluegrass.com & yomada.ca for videos, photos, and more information.

APPENDIX II - Policy No. 5.1

District of Sooke
 APR 28 2016
 Received

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Sooke Transition Town Society (Transition Sooke)

Address of Organization: [REDACTED]

Sooke, Bc

V9Z 0V9

Phone: [REDACTED]

Fax: N/A

E-mail: [REDACTED]

Contact Person: Jeff Bateman, President

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input checked="" type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input checked="" type="checkbox"/> Environmental

Amount Requested: \$ 1200.00

Total Budget: \$ 3050.00
(attach completed Budget Form)

Have you applied before? Yes When? 09-2015 Grant Received? Yes

Have you submitted a final report for previous grant? No

Incorporation number and date of incorporation if applicable: S-0058699 on 18-08-2011
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) _____

See attached pages

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: _____

See attached pages

Purpose of project: _____

See attached Pages

The names of those involved in carrying out the project: _____

See attached Pages

Date and Place of Project: *See attached Pages*

SOOKE TRANSITION TOWN SOCIETY (Transition Sooke)

Grant Application Category B, April 2016

Describe your organization, its mandate and program (s):

Transition Sooke, a citizens' initiative, works towards a resilient and sustainable community by relying on Sooke's people, strengths and traditions. We offer information, solutions and inspiration to create positive, lasting change on individual and community levels.

Our intention is to work with a broad range of local organizations and citizens in a sensible and steady fashion to create a fulfilling lifestyle that can withstand the impact of rapidly shifting global systems.

Our projects focus mainly on local economy, food security, green energy, waste management, alternative transportation and intentional wellness.

Working groups:

- Wild Wise Sooke
- Zero Waste Sooke
- Permaculture Sooke
- Bike Sooke

Describe the community project, program, service, activity or event (“project”) for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: The Great Reskilling

To live a more resilient life we need to regain some of the skills that we, as individuals and a community, have lost over the past decennia (food growing, animal husbandry, repairing things, renewable energy systems, natural healing, foraging, etc.).

In *The Great Reskilling* project we aim to educate people and inspire them to make changes to their lives via

- a series of half-day hands-on workshops
- demonstrations and talks
- a reskilling summer event with a focus on skill sharing and reskilling for kids
- a Sooke Green Building Tour.

Reskilling "how-to" topics will likely include:

- cycling safely in traffic (to normalize the use of bikes as everyday transport)
- green/natural building techniques (i.e., natural building materials, grey water management, small-scale solar panel installation, solar water heaters, etc.)
- food security (permaculture gardening, backyard chickens, raising rabbits for meat production)
- creating your own healing garden/herbology
- making natural salves
- native plant gardening
- building and/or using solar panels, dehydrators, cookers and greenhouses
- food preservation
- electric fencing
- seed saving
- wild edibles
- composting
- upcycling, recycling and make-and-mend crafts (i.e. children's craft projects at the library)

Why we are different:

The Great Reskilling Project will bring attention to skills that are not discussed by other organizations in Sooke, like cycling, green building, permaculture, waste reduction through re-using/upcycling, making and mending rather than throwing away.

We are completely volunteer run, and aim to work with a variety of citizens and organizations to highlight the skills and solutions already locally available, hence promoting an unofficial local skill share "economy".

Beneficiaries:

Our program aims to inspire as wide a public as possible by offering a variety of information and skills in different formats. All events will be kid friendly and we aim to attract a multi-generational public. Events will be offered at no or minimal cost. This means that low income individuals and families can participate as well.

We believe that a more resilient, self-sufficient community will be a nicer, safer place to live for all while fostering closer relationships between residents and creating a stronger local economy.

To transition away from the throw-away society by reskilling in repair and maintenance also has environmental benefits and creates local jobs.

"A world in which we all hold a wider range of practical skills leaves us less at the mercy of disposable goods and built-in obsolescence, and more in a position to shape and fashion the world around us in satisfying ways." ~ Andrew Simms

Purpose of project:

- To promote resilience through community building and skill-sharing;
- To make people aware of the need for more self-reliance and local solutions to global issues;
- To inspire people to make (small) changes to their day to day lives which will bring positive long-lasting change to their lives, the community and the planet;
- To revive and/or spread lost skills and to promote skill sharing (community building).

The names of those involved in carrying out the project:

For Transition Sooke:

See attached list of Board members and coordinators

Partners:

- T'Sou-ke Nation
- Harbourside Senior Cohousing

- Cast Iron Farm
- InishOge Farm (Mary Coll, Steve, Chloe and Finn Unger)
- Sunriver Community Garden (Sooke Region Food CHI)
- Sooke Fall Fair
- Sooke Country Market
- Canada Day Committee
- Vancouver Island Regional Library - Sooke branch (Adrienne Wass)
- Debb Read (Wild Wise Sooke)
- Wendy O'Connor (Zero Waste Sooke)
- Pat Johnston
- Erin Newell
- Lee Hindrichs
- Olena Russell and family
- Hillary Childs (Huckleberry Hill)
- Glyse Clarkston
- Anna Smandych Ogilvie
- Christine Bossi and Martin Bissig
- Yvonne and Dave Court

Date and Place of Project:

- Half-Day workshops: spread over the year depending on the topic, in the Sooke area;
- Demonstrations and talks: Sooke Fall Fair (September 10th and 11th), Canada Day Flats (July 1st), Sooke Country Market (dates to be confirmed);
- Summer Reskilling Event: Late summer at InishOge Farm, Sooke;
- Green Building Tour: July, in the Sooke area.

SOOKE TRANSITION TOWN SOCIETY

Board of Directors – Coordinators Working Groups

Board of Directors 2016:

Jeff Bateman (President)

Andrew Moore (Vice-President)

Michael Tacon (Treasurer)

Sofie Hagens (Secretary)

Martin Bissig (Director)

Stephen Hindrichs (Director)

Kara Middleton (Director)

Jo Philips (Director)

Tony St. Pierre (Director)

Working Group Coordinators:

Zero Waste Sooke: Coordinator Wendy O'Connor

Wild Wise Sooke: Coordinators Debb Read, Nitya Harris

Bike Sooke: Coordinator: Olena Russel

Permaculture Sooke: Coordinator: Tony St. Pierre

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: *See attached Page*
 Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				\$
District of Sooke request				\$
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
<i>Admissions / fees:</i>				\$
				\$
<i>Other:</i>				\$
				\$
Total Revenues				\$
Expenses				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Expenses				\$
			Net Income	\$

SOOKE TRANSITION TOWN SOCIETY

Budget

Date: 22-Apr-16
 Organization Name: Sooke Transition Town Society

Revenues	Other Funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				
District of Sooke request		✓		\$1,200.00
<i>Other grants</i>				
BC Real Estate Foundation		✓		\$500.00
MEC (Grassroots Product Donation)		✓	✓	\$200.00
<i>Admissions / fees:</i>				
By donation / pay-as-you-can		✓		\$200.00
Tickets		✓		\$250.00
<i>Other:</i>				
In kind (venue rental, volunteer hours, material costs etc.)	✓		✓	\$700.00
Total Revenues:				\$3,050.00
Expenses				
Venue rental				\$800.00
Material and equipment costs				\$500.00
Promotion/printing				\$600.00
Signage				\$500.00
Insurance				\$200.00
Volunteer expenses				\$450.00
Total Expenses:				\$3,050.00
Net Income:				\$0.00

SOOKE TRANSITION TOWN SOCIETY

Financial Report 2015

INCOME

Donations, cycle box fees, sponsorships, grants, interest \$2596.87

TOTAL INCOME **\$2596.87**

EXPENSES

Promotion (Advertising, printing, logo, etc.) \$1279.93

Administration \$ 179.35

Rentals for events and meetings \$ 294.75

Dues (CASA) \$ 25.00

Insurance \$ 175.00

Events sponsored \$ 200.00

Miscellaneous \$ 217.11

TOTAL EXPENSES **\$2371.14**

INCOME EXCEEDS EXPENSES BY \$225.73

BALANCE SHEET

December 31st, 2014 – YEAR END BALANCE \$2103.82

Income \$2596.87

Expenses \$2371.14

December 31st, 2015 – YEAR END BALANCE **\$2329.55**

Prepared by Michael J. Tacon, Treasurer
Sooke Transition Town Society.

TS2016/2015 TS Financial Report 1

SOOKE TRANSITION TOWN SOCIETY
Balance Statement for the first quarter ending March 31st, 2016

INCOME

Donations	\$370.00
Blue Cycle Box Income	\$ 90.00
TOTAL INCOME	\$460.00

EXPENSES

Promotion	\$169.97
Memberships	\$ 25.00
Filing Fees	\$ 50.00
TOTAL EXPENSES	\$244.97

BALANCE SHEET

December 31 st , 2015 – YEAR END BALANCE.....	\$2,329.55
Income	\$ 460.00
Expenses	\$ 244.97
March 31st, 2016 – BALANCE	\$2,544.58

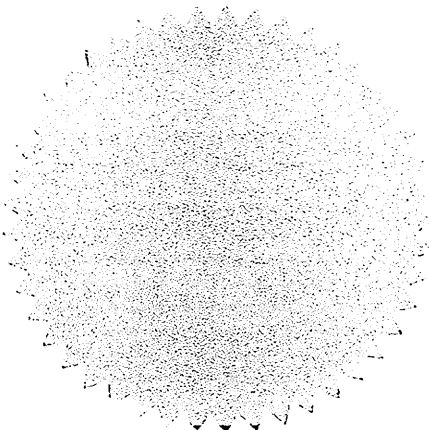
Prepared by Michael Tacon
Treasurer - Sooke Transition Town Society
April 21st, 2016Q



CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that SOOKE TRANSITION TOWN SOCIETY was incorporated under the Society Act on August 18, 2011 at 12:26 PM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on August 18, 2011*

RON TOWNSHEND
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA