



0540-20

COMMUNITY GRANT REVIEW COMMITTEE MEETING

November 7, 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
• May 11, 2016	
4. Public Input	
5. Community Grant Applications	7
• Staff Report	
6. Category B Grant Applications:	
• Presentations from the following groups:	
○ Sooke Community Choir	9
○ Sooke Christmas Bureau	21
○ Sooke Food Bank	27
○ Sooke Harbour Players	33
○ Sooke River Bluegrass Festival	47
○ Team Sooke/Juan de Fuca	57
• Committee discussion	
7. Schedule Next Meeting: TBD	
8. Adjournment	



**DISTRICT OF SOOKE
COMMUNITY GRANT REVIEW COMMITTEE**

Minutes of Meeting held
May 11, 2016 at 7:00 pm
Council Chamber, 2225 Otter Point Road, Sooke

Committee Members Present:

Councillor Kerrie Reay, Chair
Councillor Bev Berger
Coleen Heenan
Michelle Stratford

Staff:

Brent Blackhall, Director of Financial Services
Sarah Temple, Corporate Services Clerk

1. Call to Order

The meeting was called to order at 7:02 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 November 18, 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.

The Director of Financial Services reviewed the eligibility criteria for Category B Community Grants and provided an overview of the screening procedures, as outlined in Policy 5.1, *Community Grant Program Policy, 2013*. Mr. Blackhall further reviewed the differences between Category A (Program Type) grants and Category B (Project Type) grants.

The Director of Financial Services provided a report outlining the total requests for grant funding and the amounts available for disbursement.

5. April 30, 2015 Category B grant applications:

Presentations were made from the following groups:

Communica: Dialogue and Resolution Services

Kathleen Bellamano, representing Communica Dialogue and Resolution Services spoke regarding their organization's application for a Category B Community Grant. Funds requested from the District of Sooke for the Supported Family Mediation program will be used only for families from Sooke.

Committee discussion:

- Dispute resolution and family mediation services should be provincial responsibilities.

- Clarification of allowable expenses for Category B grants. Wages are not an allowable expense.
- Discussion of regional funding for the program. Colwood is the only other municipality listed.

Harmony Project Society of British Columbia

Anne MacDougall, representing the Harmony Project Society of British Columbia spoke regarding their organization's application for a Category B Community Grant.

Committee discussion:

- The project has come before the Community Grant Review Committee in the past and was not funded. At that time, the project was encouraged to apply for incorporation as a BC Society, which they have done.
- Partnerships and in-kind contributions from the community are plentiful.

Rotary Club of Sooke

John Topolniski representing Rotary Club of Sooke spoke regarding their organization's application for a Category B Community Grant. The Rotary Club wishes to construct Phase 2 of an educational garden at John Muir Elementary School.

Committee discussion:

- Phase 1 of the project is already completed, which speaks to the support for the project. There are many partnerships and in-kind contributions.

Scouts Canada: Cascadia Council – Camp Barnard

Gary Hendrun representing Scouts Canada: Cascadia Council – Camp Barnard spoke regarding their organization's application for a Category B Community Grant. Camp Barnard is looking to make improvements to their Keego Kitchen facilities.

Committee discussion:

- The District of Sooke has contributed to projects at Camp Barnard in the past.
- Camp Barnard was encouraged to ask other municipalities and the Capital Regional District for funds as the camp is not located in Sooke's boundaries and is used by groups from other municipalities.
- Clarification of Canada 150 grant and the requirements for matching funds.

Sooke Saltwater Series

Ron Neitsch and Elden Smith, representing the Sooke Saltwater Series spoke regarding their organization's application for a Category B Community Grant. The Saltwater Series is looking for funds to purchase a tent and a BBQ for use during their events.

Committee discussion:

- The Saltwater Series is an off-season economic driver, which is good for the community.
- The event has good sponsorship and support in the business community.

Sooke Region Community Health Network

Christine Bossi and Loretta Deutcher, representing Sooke Region Community Health Network spoke regarding their organization's application for a Category B Community Grant. The Community Health Network is looking for funds to repair the deteriorating community gardens at the Sooke Child, Youth and Family Centre.

Committee discussion:

- Clarification of garden users and accessibility to the public.
- District of Sooke was an initial funder of the project 10 years ago.
- Discussion of whether contractor's fees can be included as an eligible expense under Category B grants. The Director of Financial Services clarified that capital projects can include the cost of construction.

Sooke River Bluegrass Festival

Phil Shaver and Larry Statland, representing Sooke River Bluegrass Festival spoke regarding their organization's application for a Category B Community Grant.

Committee discussion:

- Clarification of eligible expenses. Site expenses could be considered for Category B funding.
- Discussion of amount of "site expenses" that are payable to the Sooke Community Association.

Sooke Transition Town Society

Michael Tacon and Jeff Bateman representing Sooke Transition Town Society spoke regarding the proposed "Great Reskilling" project.

Committee discussion:

- Clarification of eligible expenses. Venue rental, promotion, printing and signage are eligible expenses.
- Discussion of community collaborations and avoiding duplication of services already offered in the community.
- The committee encouraged Sooke Transition Town Society to include more detailed cost information in their application. For example, when and where each event will take place and an itemized cost breakdown for each of the expenses listed.
- Discussed coming before Council on the 24th of May 2016 with amendments to their application.

6. Public Input:

- There was no input from members of the public.

7. Committee Recommendations:

Communica Dialogue and Resolution Services

MOVED Councillor Berger – C. Heenan
To recommend that Council NOT award a Category B Community Grant to Communica Dialogue and Resolution Services.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

Harmony Project Society of British Columbia

MOVED Councillor Berger – M. Stratford
To recommend that Council award Harmony Project Society of British Columbia a Category B Grant in the amount of \$7,000.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

Rotary Club of Sooke

MOVED Councillor Berger – M. Stratford
To recommend that Council award Rotary Club of Sooke a Category B Grant in the amount of \$3,000.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

Scouts Canada - Cascadia Council – Camp Barnard

MOVED C. Heenan - M. Stratford
To recommend that Council award Scouts Canada - Cascadia Council – Camp Barnard a Category B Grant in the amount of \$5,000.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

Sooke Saltwater Series

MOVED Councillor Berger – M. Stratford
To recommend that Council award Sooke Saltwater Series a Category B Grant in the amount of \$3,500.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

Sooke Region Community Health Network

MOVED Councillor Berger – C. Heenan

To recommend that Council award Sooke Region Community Health Network a Category B Grant in the amount of \$7,000.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

Sooke River Bluegrass Festival

MOVED Councillor Berger – M. Stratford

To recommend that Council award Sooke River Bluegrass Festival a Category B Grant for the purposes of site expenses.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

Sooke Transition Town Society

MOVED Councillor Berger – C. Heenan

That Sooke Transition Town Society to appear as delegation at May 24, 2016 Regular Council meeting with more detailed cost and expense information.

CARRIED

In Favour:

K. Reay, B. Berger, C. Heenan, M. Stratford

8. **Next Scheduled Meeting:** To be determined

9. **Adjournment:**

MOVED Councillor Berger – C. Heenan

To adjourn the meeting at 8:51 p.m.

CARRIED UNANIMOUSLY

Chair

Corporate Officer



To: Community Grant Program Review Committee
 From: Financial Services Department
 Date: November 7, 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 program has two categories of funding; Category A (annual grants - program type) and Category B (bi-annual grants - project type).

District of Sooke Policy 5.1, *Community Grants Program Policy, 2014* lists two application dates for Category B Community Grants as follows:

2. Application Procedures

- b) Grant applications under Category B from groups or organizations will be considered for funding twice per calendar year.
 - i. The first application deadline is April 30th of each year;
 - ii. The second application deadline is September 30th of each year subject to availability of funds after the April 30th grants are awarded.

September 30, 2016 applications received:

The 2016 budget for Category B grants is \$50,000, of which **\$18,964.87** remains after the April 30th grant approvals and disbursements.

Applications received by September 30, 2016 are as follows:

<u>Organization</u>	<u>Purpose</u>	<u>Amount</u>
Sooke Community Choir	Piano Protection and Accessories	\$ 2,050
Sooke Christmas Bureau	Christmas Food Hampers	\$ 12,000
Sooke Food Bank	Office Equipment & Storage	\$ 6,500
Sooke Harbour Players	Props, Costumes, Set Design etc.	\$ 6,250
Sooke River Bluegrass Festival	2017 Festival Costs (Category A/B)	\$ 5,000
Team Sooke/Juan de Fuca	Bus Passes for Refugee Family	\$ 3,600
Total Requests		\$ 35,400

Attached Documents:

1. Community Grant Applications

Handwritten initials "BB" in black ink.

Brent Blackhall, CPA, CA
Director of Financial Services

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 COMMUNITY CHOIR SOCIETY

Address of Organization: PO BOX 603
SOOKE BC
V9Z 1B6

Phone: [REDACTED] Fax: [REDACTED]
E-mail: [REDACTED]

Contact Person: Phoebe Dunbar or Sally Titchkosky

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: \$ 2050- Total Budget: \$ 2900
(attach completed Budget Form)

Have you applied before? Yes When? Sept 2015 Grant Received? \$ 2371.60

Have you submitted a final report for previous grant? YES - FEB 2016

Incorporation number and date of incorporation if applicable: S-0029744 1992
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

p. 2 application form

Sooke Community Choir Society – organization, mandate, programs, benefits and impact

The choir was formed in 1989 and incorporated as a society in 1992. The choir has been performing for the communities of the Sooke area for over 27 years: public concerts, churches, school concerts, memorial services, Armistice services at the Sooke Legion, and Ayre Manor. We are a performance choir. Our mandate and purpose is to enrich our society by inviting youth and adults to participate - create beautiful music, inspire others to sing, engage the choir and community volunteers with all aspects of concert productions/performances and where possible contribute to our community through special targeted fund raisers – e.g. Sooke Food Bank, school choral programs, youth sponsorships. With weekly choral practices and rehearsals from September through to June, with the assistance of our professional artistic director Bruce Ruddell and our piano accompanist Kathy Russell, our 65 choir members perform beautiful music for all ages to enjoy. The benefits impact our performers, our audiences and volunteers.

The impact of these 2 exceptional award winning professional teachers serving our community and choir is beneficial and rewarding for over 2000 Sooke residents who attend our concerts and performances. We receive rave reviews. Our choir continues to flourish – since 2014 we have grown from a choir of 23 to 65, almost tripling in size. And our audiences are growing season by season!

The numbers of Sooke businesses and supporters, citizens and volunteers involved with the choir and its productions each year is close to 200. Please see attached spring 2016 concert program where our supporters and production volunteers are recognized. In addition to the choral performances we collaborate with several key Sooke groups to share resources and other cultural initiatives – Sooke schools, Sooke Fine Arts and the Sooke Philharmonic Society. We are a Sooke asset that enriches the lives of many and contributes to Sooke's unique culture.

Project description – Protecting the choir's Steigerman grand piano, protecting the refinished community hall floor.

Project uniqueness and rationale why we should receive District of Sooke community grant funds

Since May of 2015 the Sooke Community Choir has used the historic Sooke Community hall as its primary concert venue and weekly rehearsal hall. Since that date we have presented 3 concert series. Each year the choir is able to invest in its production and venue assets – last year a hall lighting system, this year essential piano accessories to protect the grand piano gifted to our choir in April 2015. The hall

is the home for this piano , and may be used by a number of different Sooke culture groups. With multiple recreational and special interest groups' use of the hall it's essential to protect our piano valued at \$30,000. To store the piano up on the stage is impractical – for every move up to the stage, and back down again (weekly) we would have to hire professional piano movers. With every move there is the risk the piano could be damaged. To this end the choir requires some extra funds to ensure the piano can be protected on the floor and we can meet the rental requirements – make it easy to move the piano on the floor without damaging it. **Our project includes the building of a piano crate, purchase of a piano dolly, purchase of a custom fitted piano cover designed for Steigerman pianos, and an appropriate floor lamp so our accompanist can read her music.**

Purpose of project

Our concert and rehearsal production costs can be covered with community support, provincial support (small gaming grant), ticket sales and choir membership fees. However for special projects where we need to protect our assets we require extra funds such as municipal community grants. The owners of the hall, the Sooke Community Association have requested that we build a special crate for the piano to be housed in, and to use what is known as a piano dolly or piano truck to move the piano with ease and not damage the refinished floor. As well we need a custom built piano cover, and a special floor lamp for our piano accompanist to use. Currently we have no floor lamp or piano cover other than an old blanket.

Please see budget template noting other community supporters for this project.

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

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 2
printed pages for
appendix II

Purpose of project: _____
_____ ←

The names of those involved in carrying out the project: Laura Dowhy
Phoebe Dunbar Solly Titch Kosky
Sooke Lions

Date and Place of Project: Autumn 2016 - October/Nov.
Sooke Community Hall

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		2050		\$
Other grants <i>Sooke Arts Council</i>		250		\$
(list funder) <i>Sooke Lions - service</i>	✓		500	\$
(list funder) <i>project</i>				\$
<i>Sooke Choir painting of</i>			100	\$
Admissions / fees: <i>piano crate</i>				\$
				\$
Other:				\$ 2900 ⁻
				\$
Total Revenues				\$
Expenses <i>Project Costs</i>				
1. <i>Steigerman Custom Fit Piano cover</i>				\$
<i>includes shipping, US currency, exchange</i>				\$ 825 ⁻
2. <i>Piano Dolly, installation</i>				\$ 1000 ⁻
3. <i>Piano floor based piano lamp - US, shipping</i>				\$ 475 ⁻
4. <i>Piano Floor Crate box - materials</i>				\$
<i>Sooke Lions in kind labour, materials</i>				\$ 500
5. <i>Crate Painting - Sooke Choir</i>				\$ 100
Total Expenses <i>Total Costs</i>				\$ 2900 ⁻
			Net Income	\$ 2900 ⁻

CHECKLIST:

- | | |
|--|---|
| Completed Application form | <input checked="" type="checkbox"/> |
| Copy of BC Society certificate, if applicable | <input type="checkbox"/> ON FILE |
| Budget | <input checked="" type="checkbox"/> |
| Final report for previous grant, if applicable | <input type="checkbox"/> SUBMITTED FEB 2016 |
| Last Financial statement, if any | <input checked="" type="checkbox"/> |

You are welcome to include any supporting material that would assist the District of Sooke in assessing your project.

Mail or deliver this application to: Community Grant Review Committee
c/o Director of Finance
District of Sooke
2205 Otter Point Road,
Sooke, B.C. V9Z 1J2

Phone: 250-642-1634 Fax: 250-642-0541
Email: info@sooke.ca

Other attachments

- *photographs credit - JACK MOST*
- *Spring 2016 concert program*
- *list of 2016/17 Board of directors*

**SOOKE COMMUNITY CHOIR SOCIETY
FINANCIAL STATEMENT - FISCAL YEAR 2015**

Revenue	Gaming Grant	\$4,500.00
	Van City Grant	\$500.00
	Capital Regional District Grant	\$1,000.00
	District of Sooke Grant	\$2,371.60
	Rotary Club Youth Sponsorship	\$400.00
	Arts Council Grant	\$250.00
	Membership Dues	\$11,630.00
	In-house fundraising	\$1,615.87
	Concerts Gross	\$9,145.00
	Piano Rental Income	\$0.00
	Workshops	\$233.65
	Spring Sing Out Band Fundraiser (to be donated)	\$260.00
	Total Revenue	\$31,906.12
Expenses	Artistic Director Fee (12 months)	\$12,200.00
	Accompanist (includes producing music tracks)	\$5,645.00
	Advertising	\$960.36
	Rehearsal Venue	\$1,542.50
	Music Purchase	\$2,349.90
	Concert Expenses (venue, printing, decorations)	\$3,068.94
	Fixed Admin. (BCCF, SOCAN, Insurance, Post box)	\$1,953.65
	Storage unit rental	\$630.00
	Piano	\$303.38
	Fixed Asset Purchases (stage lights)	\$2,604.55
	Logo	\$0.00
	Costumes	\$0.00
	Misc. Admin Expenses (refreshment supplies, photocopies, cheques)	\$556.87
	Thank you gifts	\$270.65
	Total Expenses	\$32,085.80
Balance		-\$179.68

Sooke Community Choir Society

Board of Directors - 2016/17

Officers

President: Sally Titchkosky

Vice President: Shirley Lowe

Secretary: Diane Copeland

Treasurers: Melannie Clark and Shelia Wallace

Directors at large

Hildegard Burkart

Phoebe Dunbar

Diane Edwards

Susan Eyres

Mandy Morris

Janet Renfroe

Sebastien St Pierre



SOCIETY ACT

CANADA
PROVINCE OF BRITISH COLUMBIA

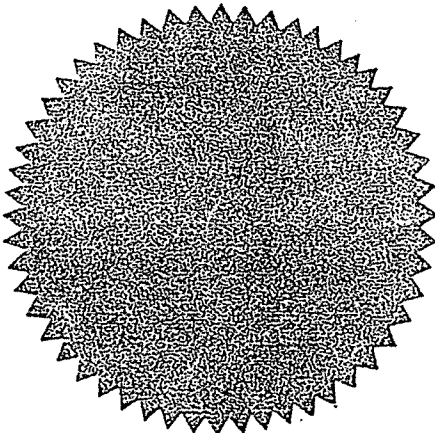
CERTIFICATE OF INCORPORATION

I Hereby Certify that

SOOKE COMMUNITY CHOIR SOCIETY

has this day been incorporated under the *Society Act*

*Issued under my hand at Victoria, British Columbia
on November 10, 1992*



A handwritten signature in cursive script, reading "J. Powell".

JOHN S. POWELL
A/Registrar of Companies



OUR STEIGERMAN GRAND PIANO - OUR ACCOMPANIST
KATHY RUSSELL



THE CHOIR IN CONCERT - 2016 - SOOKE COMMUNITY HALL

SOOKE COMMUNITY CHOIR



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 FOOD BANK FOR CHRISTMAS BUREAU

Address of Organization: 2037 EUSTACE ROAD
PO BOX 983 SOOKE BC
V92-1H9

Phone: 250 642 7666 Fax: _____

E-mail: 

Contact Person: KIM METZGER

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: \$12,000 Total Budget: \$70,000
(attach completed Budget Form)

Have you applied before? YES When? 2015/16 Grant Received? YES

Have you submitted a final report for previous grant? YES

Incorporation number and date of incorporation if applicable: S-0040347 (1999)
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

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

THE SOOKE CHRISTMAS BUREAU AND
FOOD BANK PROVIDE ASSISTANCE TO
THOSE IN NEED

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: WE ADD FRESH PRODUCE,
TURKEYS OR HAMS TO OUR HAMPERS

Purpose of project: TO HAVE FOOD HAMPERS
LAST A FULL WEEK COMPARED TO
OUR REGULAR 3 DAY HAMPERS

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

FOOD BANK & CHRISTMAS BUREAU
VOLUNTEERS

Date and Place of Project: DEC. 18 / 2016

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		✓		\$ 12,000
Other grants <i>SANTA'S ANNON.</i>	✓			\$ 40,000
(list funder) <i>PEOPLE OF SOOKE</i>		✓	✓	\$ 20,000
(list funder)				\$
				\$
<i>Admissions / fees:</i> —				\$
				\$
<i>Other:</i> —				\$
				\$
Total Revenues				\$ 72,000
Expenses				
	<i>TURKEYS</i>			\$ 7817.15
	<i>HAMS</i>			\$ 4649. ⁰⁰
	<i>PRODUCE</i>			\$ 13000. ⁰⁰
	<i>GROCERY</i>			\$
	<i>MIS. (BAGS/TAPE) ECT.</i>			\$ 1238. ³⁰
	<i>FAMILY HAMPERS</i>			\$ 44000. ⁰⁰
	<i>2016 ACCOUNT</i>			\$ 1500. ⁰⁰
Total Expenses				\$ 72,205. ⁰⁵
Net Income				\$ -205. ⁰⁵

Balance Forward
Receipts

November-15
10,387.85

Donations 62,412.43
Grant Income 45,000.00
Interest 0.00

Total

107,412.43

Expenses

Food 100,379.34
Eggs 3,420.00
Milk 5,026.55
Transportation 2,650.00
Insurance 665.00
Administration 164.50
* TELUS Telephone 1,220.68
Web Work 1,260.00
Office 3,032.76

Total

117,818.83

Income/(Loss)

-18.55

Balance Forward

-18.55

Balance Sheet

November 30, 2015

Assets:

Sooke Food Bank 612.21
Christmas Bureau 879.17

Total Assets

1,491.38

BANK TOTAL

SAMINGS

34,708.00

CHECKING 17,464.07

SOCIETY ACT

CERTIFICATE OF INCORPORATION

I Hereby Certify that

SOOKE FOOD BANK SOCIETY

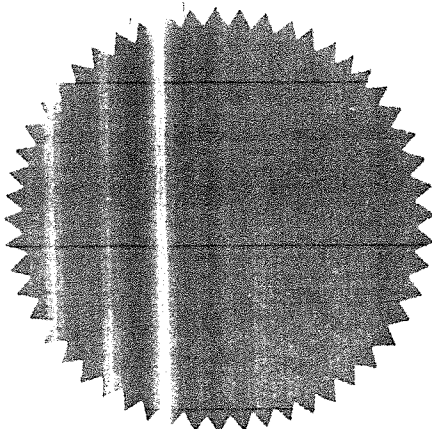
has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on August 17, 1999



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



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 FOOD BANK SOCIETY

Address of Organization: 2037 EUSTACE ROAD
PO BOX 983, SOOKE BC
V92-1H9

Phone: 250 642 Tldde Fax: _____

E-mail: 

Contact Person: Kim METZGER

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: \$ 6500 Total Budget: \$ 6500
(attach completed Budget Form)

Have you applied before? YES When? 2015/2016 Grant Received? YES

Have you submitted a final report for previous grant? YES

Incorporation number and date of incorporation if applicable: S-40347
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

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

SOOKE FOOD BANK SUPPLIES
EMERGENCY FOOD HAMPERS TO PEOPLE
IN NEED.

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: WE ARE TRYING TO
UPDATE STORAGE, OFFICE AND
WEB SITE.

Purpose of project: WE ARE TRYING TO
KEEP CURRENT AND KEEP BUGS
OUT OF OUR DRY GOODS.

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

SOOKE FOOD BANK

Date and Place of Project: AU OF 2016/2017

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		✓		\$ 6500. ⁰⁰
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
<i>Admissions / fees:</i>				\$
				\$
<i>Other:</i>				\$
				\$
Total Revenues				\$ 6500. ⁰⁰
Expenses				
			18 MONTHS OF COMPUTER SERVICES	\$ 1800. ⁰⁰
			NEW PHONES	\$ 100. ⁰⁰
			STORAGE TOTES	\$ 1000. ⁰⁰
			SIGNS	\$ 3000. ⁰⁰
			OFFICE SUPPLIES	\$ 600. ⁰⁰
				\$
				\$
Total Expenses				\$ 6500. ⁰⁰
			Net Income	\$ ∅

Balance Forward
Receipts

November-15
10,387.85

Donations 62,412.43
Grant Income 45,000.00
Interest 0.00

Total

107,412.43

Expenses

Food 100,379.34
Eggs 3,420.00
Milk 5,026.55
Transportation 2,650.00
Insurance 665.00
Administration 164.50
* TELUS Telephone 1,220.68
Web Work 1,260.00
Office 3,032.76

Total

117,818.83

Income/(Loss)

-18.55

Balance Forward

-18.55

Balance Sheet

November 30, 2015

Assets:

Sooke Food Bank 612.21
Christmas Bureau 879.17

Total Assets

1,491.38

BANK TOTAL

SAMINING

34,708.00

CHECKING 17,464.07

SOCIETY ACT

CERTIFICATE OF INCORPORATION

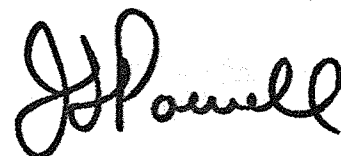
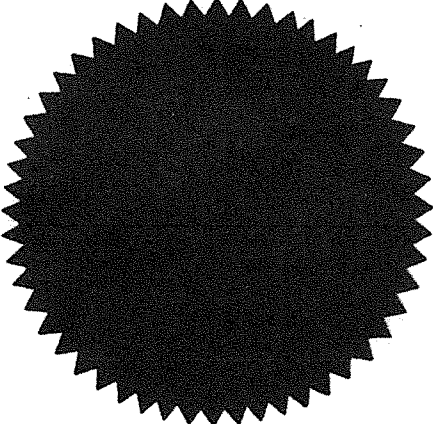
I Hereby Certify that

SOOKE FOOD BANK SOCIETY

has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on August 17, 1999



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

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 HARBOUR PLAYERS

Address of Organization: PO BOX 735

SOOKE, BC

V9Z 1H7

Phone:  N/A

E-mail:  SOOKEHARBOURPLAYERSINFO@GMAIL.COM

Contact Person: ANDREW DONNELLY

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: \$6,250⁰⁰/yr

Total Budget: \$28,001.14
(attach completed Budget Form)

Have you applied before? yes When? 2015(?) Grant Received? no

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

Incorporation number and date of incorporation if applicable: 892509449 RR0001, 1995
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

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

Sooke Harbour Players (SHP) Society is a non-profit theatre company located in Sooke, BC. It was founded in 1982 as "Stage West Players", and changed its name to "Sooke Harbour Players Society" in 2010.

Over the past 34 years, Sooke Harbour Players has entertained the people of Sooke and the surrounding communities with first-rate musical theatrical productions such as Fiddler on the Roof, The Sound of Music, My Fair Lady, and Jesus Christ Superstar.

In recent years, Sooke Harbour Players Society has expanded its repertoire to include comic dinner theatre and productions featuring young actors.

Sooke Harbour Players is proud to be recognized as a community partner, creating original, engaging, and diverse entertainment for people of all ages.

The Society has a long history of partnering with community and regional businesses and organizations in order to create a healthy community and economy.

The purposes of the Society are:

~To provide and to promote a source of appreciation and enjoyment of amateur theatrical arts for Society members and for the general public.

~To provide an avenue of education in stage and theatrical techniques to members of the Society.

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:

Sooke Harbour Players is delighted to be bringing *Annie, The Musical* to Sooke.

ANNIE, Written by Thomas Meehan, Music by Charles Strouse, Lyrics by Martin Charnin.

This heart-warming musical is the rags-to-riches story of plucky young Annie's journey from the hard-knock New York orphanage to the luxurious home of billionaire businessman Oliver Warbucks. Boasting one of Broadway's most memorable scores, including "It's the Hard Knock Life," "Easy Street" and the legendary "Tomorrow," fantastically visual choreography, a side-splittingly funny script and, of course, the adorable dog Sandy, it really is no surprise that **ANNIE** has become one of the best-loved family musicals of all time.

Inspired by the famous comic strip Little Orphan Annie which first ran in the New York News in 1924, **ANNIE** made its Broadway debut in April 1977 and played 2,377 performances before closing in 1983. The show won seven Tony Awards, including for Best Musical, Best Book, Best Original Score and Best Choreography.

Purpose of project:

As with any of our Productions, the primary purpose is to make theatre accessible and affordable to the entire community of Sooke; both to participate in the show itself and to be an audience for their friends, family and community members.

In addition to the mandate of Sooke Harbour Players as stated above, we sincerely believe that part of our responsibility as a Community Theatre Group is to involve children and youth whenever possible. By producing *Annie* we have been able to incorporate any child who auditioned and wants to be part of the Show into the Junior Chorus. In other words, if they're excited to be part of the Show, we're excited to have them. At the time of writing we have some 50 children in the Cast, with an overall Cast of 75.

A significant expenditure must be undertaken in order to bring *Annie* to fruition (see *Annie* budget attached). Specifically we require certain 'hard' purchases in the areas of Props, Costumes, Set Designs and Technology. Our budget calls for \$6,250 in the following line items and it is these items for which we are requesting this Grant funding.

Set	\$ 1,000.00
Props	\$ 500.00
Makeup	\$ 750.00
Costume	\$ 500.00
Lighting	\$ 750.00
Sound	\$ 2,000.00
Audio Visual	\$ 750.00

By utilizing the existing resources of SHP (i.e. Costumes and Props in storage) we are able to significantly reduce the amount required to produce *Annie* and our other bi-annual Shows. Should our request be successful, those resources will, in turn, benefit future Productions.

The names of those involved in carrying out the project:

Putting on a production the size and scope of *Annie* involves a tremendous amount of people. Currently our Production Team of volunteers number 23 and that will continue to grow as we get closer to the Show Dates. In particular, however, those with the primary responsibilities are listed below:

Producers – Michelle Stratford, Steve Anderson, Cameron Marentette

Directors – Jill Sweetin, Drew Kemp

Musical Directors – Lorna Bjorkland, Dr. Jack Edwards

Junior Ensemble Coaches – Johanne Thompson, Sarah Wilson

Our Board of Directors are very active in all aspects of our organization:

President - Andrew Donnelly

Past President - Steve Anderson

Secretary – Sharon Evans

Treasurer - Frances O'Donovan

Directors at Large - Ross Pratt, Cameron Marentette, Linda Green -Abraham

Date and Place of Project:

Rehearsals for Annie began on September 2nd and will continue 4 nights per week until the performance dates of Nov 25th, 26th, 27th and Dec 2nd, 3rd, and 4th.

Rehearsals are taking place at Edward Milne Community School and Journey School primarily, with all performances to be held at Edward Milne Community School Theatre.

Sooke Harbour Players Presents: Annie, the Musical

INCOME		Budget
Box office:		
No: Performances	8	
Venue Capacity	350	
Expected Average Seating	125	
Average Ticket Price	\$20	
Average Paid Attendance	2500.00	
Total Box Office Income	\$ 20,000.00	
Other Income:		
Sponsorship	\$ 3,000.00	
Fundraising	\$ -	
Grants	\$ 6,250.00 [Budge	
In-kind support	\$ -	
TOTAL INCOME	\$ 29,250.00	

EXPENDITURE

PRODUCTION COSTS		NOTES
EMCS quote	\$ 5,000.00	\$4892. as of September 2, 2016. May have slight additions so have \$5000 for budget
Janitorial	as above	
Theater Coordinator	as above	
Rehearsal Space		
Set	\$ 1,000.00	
Props	\$ 500.00	
Makeup	\$ 750.00	
Costume	\$ 500.00	
Lighting	\$ 750.00	
Sound	\$ 2,000.00	
Audio Visual	\$ 750.00	
PRODUCTION SUB TOTAL	\$ 11,250.00	
MARKETING		
Graphic design	\$ 50.00	
Website	\$ 109.00	

Posters, Hand-outs and Tickets		\$ 400.00						
Road Signs		\$ 500.00						
Programs - design & print		\$ 200.00						
Advertisement- social media		\$ 100.00						
Advertisement - radio & tv	included in budget below							
Advertisement - online & print		\$ 650.00	spent \$350 in pre-production					
MARKETING SUB TOTAL		\$ 2,009.00						
ADMINISTRATION								
Admin costs - phone, postage, etc		\$ 150.00						
Cast Party		\$ -						
Water		\$ 100.00						
Expendables - Tape & Batteries		\$ 250.00						
Ticket Printing	see above							
MTI License		\$ 6,552.14	6,552.14 spent total as of July 31					
MTI - Additional Materials	as above							
USD/CDN Conversion factor								
USD Conversion	as above							
ADMINISTRATION SUBTOTAL		\$ 7,052.14						
HONORARIUMS								
Director		\$ 1,000.00						
Musical Director (s)		\$ 1,000.00						
Choral Director		\$ 350.00						
Choreographers		\$ 750.00						
Lighting Technician		\$ 1,000.00						
Lighting Designer	\$ -							
Sound Tech		\$ 750.00						
Rehearsal Accompaniest		\$ 1,000.00						
Musicians		\$ 800.00						
SALARIES AND FEES SUBTOTAL		\$ 6,650.00						
CONTINGENCY		\$ 1,040.00						
TOTAL EXPENDITURE		\$ 28,001.14						

Sooke Harbour Players Society

Financial Statements

May 31, 2016

(Unaudited - See Notice to Reader)

Contents

	<u>Page</u>
Notice to Reader	1
Financial Statements	
Statement of Financial Position	2
Statement of Operations and Changes in Fund Balances	3
Notes to the Financial Statements	4

FRANCES O'DONOVAN, Chartered Professional Accountant

Notice to Reader

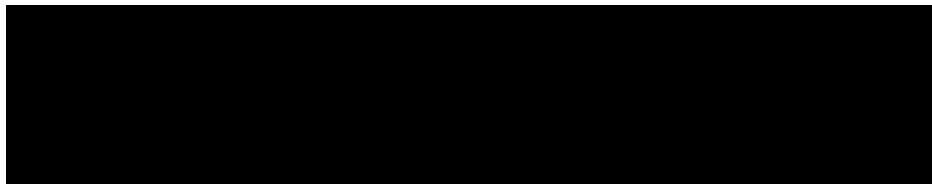
I have compiled the Statement of Financial Position of the Sooke Harbour Players Society as at May 31, 2016 and the Statement of Operations and Changes in Fund Balances for the year then ended from information provided by management. I have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information. Readers are cautioned that these statements may not be appropriate for their purposes.

Sooke, BC

September 16, 2016



Chartered Professional Accountant.



Sooke Harbour Players Society
Statement of Financial Position
As At May 31, 2016
(Unaudited - See Notice to Reader)

	<u>2016</u>	<u>2015</u>
Assets		
Current		
Cash and bank	\$ 18,220	\$ 25,140
Accounts receivable	303	-
Productions in progress	6,574	-
	<u>\$ 25,097</u>	<u>\$ 25,140</u>
Liabilities & Fund Balances		
Current Liabilities	<u>\$ -</u>	<u>\$ -</u>
Fund Balances		
Unrestricted funds	25,097	25,140
Restricted funds	-	-
	<u>25,097</u>	<u>25,140</u>
	<u>\$ 25,097</u>	<u>\$ 25,140</u>

Sooke Harbour Players Society
Statement of Operations and Changes in Fund Balances
For the Year Ended May 31, 2016
(Unaudited - See Notice to Reader)

	<u>2016</u>	<u>2015</u>
Contributions and Other Revenues		
Ticket sales	\$ 37,516	\$ 28,322
Grants	-	13,725
Sponsor contributions	2,150	1,650
Other revenue	2,546	2,512
	<u>42,212</u>	<u>46,209</u>
Expenditures		
Production costs:		
- Audio & lighting rentals	5,500	9,023
- Royalties	336	6,837
- Sets and props	3,044	4,829
- Professional fees	6,447	6,150
- Venue rentals	7,509	9,692
- Advertising	8,234	6,689
- Dinner theatre food costs	3,847	-
- Supplies	1,231	7,984
Administrative costs		
- Communication costs	123	-
- Insurance expense	1,335	-
- Office supplies and sundry	959	-
- Office rent and utilities	3,690	3,780
	<u>42,255</u>	<u>54,984</u>
Excess (Deficiency) of Contributions and Other Revenues Over Expenditures Before the Following Capital expenditures during the year	<u>(43)</u>	<u>(8,775)</u>
	-	-
Excess (Deficiency) of Contributions and Other Revenues Over Expenditures For the Year	(43)	(8,775)
Fund balances, beginning of year	<u>25,140</u>	<u>33,915</u>
Fund Balances, end of year	<u><u>\$ 25,097</u></u>	<u><u>\$ 25,140</u></u>

The accompanying notes form an integral part
of these financial statements.

Sooke Harbour Players Society
Notes to the Financial Statements
For the Year Ended May 31, 2016
(Unaudited - See Notice to Reader)

Note 1 Purpose of the Organization

The Sooke Harbour Players Society is a local non-profit organization whose purpose is the delivery of theatrical productions. The society is incorporated under the Society Act of British Columbia as a not-for-profit organization.

Note 2 Significant Accounting Policies

The financial statements of the society have been prepared in accordance with generally accepted accounting principles. The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of the significant accounting policies summarized below.

Property, Plant and Equipment

Property, plant and equipment are recorded as disbursements in the year of acquisition.

Revenue Recognition

The society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Contributions of materials and services are not recognized as revenue.

Sooke Harbour Players Society
Notes to the Financial Statements
For the Year Ended May 31, 2016
(Unaudited - See Notice to Reader)

Note 3 Financial Instruments

The society's financial instruments consist of cash, accounts receivable and accounts payable. It is management's opinion that the society is not exposed to significant interest, currency or credit risk arising from these financial instruments.

Note 4 Lease Commitment

The society operates out of rented premises in Sooke BC on a month to month basis and costs \$ 300.00 a month plus Gst.

The Musical **Annie** **AUDITIONS**



At EMCS Theatre 6218 Sooke Rd, Sooke, BC.

What to expect: Be ready to sing the first verse of "O Canada" & learn a basic group dance.

Children (5 to 15 yrs):

Thursday JUNE 2nd 7- 9 PM

or Sunday JUNE 5th 10 AM - 1 PM

Youth & Adults (15+):

Friday JUNE 3rd 7- 9 PM or

Sunday JUNE 5th 2 - 5 PM

Also looking for musicians, stage managers, technicians, stage hands, designers & assistants of costume, make up, set and props to be part of "one of the best loved family musicals ever written."

For further information

**E-mail: sookeharbourplayersinfo@gmail.com or
visit [facebook.com/anniesooke](https://www.facebook.com/anniesooke) or sookeharbourplayers.com**

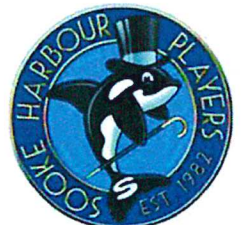
Book by Thomas Meehan Music By Charles Strouse Lyrics by Martin Charin

Original Broadway Production Directed by Martin Charnin Presented on Broadway by Mike Nichols Produced by Irwin Meyer Stephen R. Friedman Lewis Allen Alvin Nederlander The John F. Kennedy Center for the Icarus Associates Inc. Performing Arts Productions

Based on "Little Orphan Annie" By Permission of Tribune Content Agency, LLC

Originally produced by The Goodspeed Opera House Michael P. Price, Executive Director

Annie is presented through special arrangement with Music Theatre International (MTI). All authorized performance materials are also supplied by MTI 421 West 54th Street, New York, NY 10019 www.MTIShows.com




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: 
Victoria, BC
V8V 4L5

Phone:  Fax: _____

E-mail: 

Contact Person: Lawrence Stotland

Category	Grant eligibility area:
<input checked="" type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input 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: 46,130
 (attach completed Budget Form)

Have you applied before? Yes When? 2016 Grant Received? Yes

Have you submitted a final report for previous grant? Yes

Incorporation number and date of incorporation if applicable: S-0064653
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Sept 23, 2015

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: Directors of the society:
Phil shaner, Al Planiden, Harry Statland, Lisa Feeney and Francis Tally, together with volunteers from the Sooke area, VBA, and SCA

Date and Place of Project: _____

Sooke River Campground
Father's Day week-end June 16-18, 2017

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: *Year End August 31*

Organization Name: *Sooke River Bluegrass Festival Society*

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

**Sooke River Bluegrass Festival Society
District of Sooke - Community Grant Application**

Provide information about your organization's programs

The Sooke River Bluegrass Festival Society's primary program is the annual production of a three-day bluegrass music festival held on Father's day weekend at the Sooke River Campground. The festival is family friendly and features an array of local and visiting acoustic musical talent along with food and merchandise vendors, instrument seminars and beautiful scenery. In conjunction with the festival the Society also puts on square dance workshops in the Sooke public schools with a live string band and caller.

Festival Program description

- **Activities provided and how they are delivered**

Many activities take place during the festival weekend. There is a main stage which showcases local, regional, international musical talent. But the biggest activity at a bluegrass festival is the impromptu jamming that happens when a large number of bluegrass musicians congregate. Jamming take place all during the day and into the evening and can be found happening throughout the campground and performance area. As a listener, often the "magic moment" is coming across one of these intimate performances away from the main stage.

Other activities at the festival include: a Saturday night square dance with a live string band and caller under a big top circus tent, instrument seminars, and a moderated "slow-pitch" jam for beginning musicians.

For additional information visit www.sookebluegrass.com

- **Community Benefit**

The Sooke River Bluegrass Festival is an art festival, and art festivals help create and enhance the host community and region's culture. In addition to their social benefits, art festivals have an economic benefit promoting tourism and business by attracting visitors to the community.

We also have a commitment to introducing children to the tradition of acoustic performance music. Children 14 and under are admitted to the festival free to help encourage the attendance of families. And the week prior to the festival we host square dance workshops in the Sooke public schools with a live string 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 the students

participating in the workshops are given complimentary festival passes so that their parents or guardians can also attend the festival without being charged.

- **Community Support**

We are an all volunteer run organization and the festival weekend requires a contribution of over 400 volunteer hours. Volunteers come from the Sooke Region Volunteer Center, the Sooke Community Association, and the Victoria Bluegrass Association.

The festival also receives financial support through sponsorship. Our 2016 Sponsors included: the District of Sooke, the Royal Canadian Legion #54, the Victoria Bluegrass Association, the Sooke Community Association, and twelve local Sooke businesses.

Why should we receive municipal funding?

Sooke is the host community for the Sooke River Bluegrass Festival. Being host of the festival makes Sooke a primary beneficiary and stakeholder in the event. This spring we will begin producing our 15th production of the festival. The festival is in good financial condition and growing in part due to prudent operation and local financial support. But arts festivals are fragile and assume large financial risk. The District's continued funding will help to insure the festival's continued success.

**Sooke River Bluegrass Festival 2017
Program Budget
Projected Revenues & Expenses
for the year ended August 31, 2017**

	<u>Past 2016 Fiscal</u>	<u>Projected 2017 Budget</u>	
Revenues			
BC Community Gaming Grant	-	13,500	unconfirmed
Sooke District Grant Funding	2,650	5,000	unconfirmed
SOCAN Foundation Grant	500	500	unconfirmed
Sponsorship	3,250	3,250	
Ticket Receipts	16,433	16,433	
Raffles	1,741	1,741	
Vendor Fees	970	970	
Merchandise	839	839	
Kitchen	2,614	2,641	
Other	375	375	
Total Revenues	\$ 29,372	\$ 45,249	

Expenses			
Administration	301	301	
Bands	9,850	13,500	
Production	3,874	3,874	
Promotion	2,745	3,135	
Security	752	752	
Site Expenses	3,700	4,269	
Raffles	910	910	
Merchandise	883	883	
Kitchen	2,236	2,236	
SOCAN	518	518	
School Workshops	1,021	2,042	
Website	146	146	
Other	55	55	
Total Operating Expenses	\$ 26,991	\$ 32,320	
Tent Purchase*	-	13,810	
Total Expenses	\$ 26,991	\$ 46,130	
Surplus/Deficit	\$ 2,381	\$ (881)	

* The purchase of a circus tent in 2016/2017 is dependent on our meeting current year projections and receiving requested grant funding. Otherwise there will not be enough capital for our liquidity needs and financial risk management. If we are unable to purchase a tent in 2016/2017 we hope to be able to make the purchase in the following fiscal period.

Sooke River Bluegrass Festival Expenses 2017 Budget with 2016, 2015, 2014, 2013, and 2010 Expenses

	2017 Budget	2016 Expenses	2015 Expenses	2014 Expenses	2013 Expenses	2010 Expenses
Band Expenses						
Performance Fee	13,500	9,850	9,095	7,753	5,925	10,450
Travel	0	0	0	0	0	2,491
	<u>13,500</u>	<u>9,850</u>	<u>9,095</u>	<u>7,753</u>	<u>5,925</u>	<u>12,941</u>
Production Expenses						
Tents	2,016	2,016	1,732	1,566	1,608	2,120
Sound	1,200	1,200	1,200	1,100	1,000	1,960
Fuel	111	111	205	200	40	0
MC	350	350	350	350	350	350
Band Hospitality/Water	38	38	0	48	101	40
Other	159	159	0	0	375	350
	<u>3,874</u>	<u>3,874</u>	<u>3,487</u>	<u>3,264</u>	<u>3,474</u>	<u>4,820</u>
Promotion						
Publicist/Social Media	500	500	500	500	500	0
Website	500	500	400	400	500	522
Graphic Design	500	150	400	340	0	0
Printing Programs	250	250	230	209	850	506
Paper Tickets BPT	60	60	60	60	0	0
Banners	100	61	120	0	268	0
Printing Posters	399	399	184	209	88	510
Truck Advertising	0	0	0	0	0	170
Photography	200	200	200	0	0	163
Print Media	404	404	404	197	191	80
Signs	222	222	220	0	21	30
	<u>3,135</u>	<u>2,745</u>	<u>2,718</u>	<u>1,914</u>	<u>2,420</u>	<u>1,981</u>
Merchandise	883	883	852	790	1,546	0
Kitchen	2,236	2,236	1,234	0	0	0
Security						
Wrist Bands	137	137	152	0	114	217
Event RV	236	236	100	56	6	218
Radios/Other	11	11	56	0	135	202
Personnel	368	368	406	387	494	150
	<u>752</u>	<u>752</u>	<u>714</u>	<u>443</u>	<u>749</u>	<u>787</u>
Site Expenses						
Electrical Rental	240	240	247	224	0	497
Sanitation	760	760	604	604	604	1,172
Site Liability Insurance	479	479	631	682	413	750
SCA Site Rental	1,050	1,050	1,050	1,050	0	0
SCA Incidentals	500	500	500	500	500	505
SCA Additional Rentals	380	100	100	0	59	0
Golf Cart	241	241	179	179	352	0
Signs	400	112	0	403	313	0
Other	219	219	209	362	0	824
	<u>4,269</u>	<u>3,700</u>	<u>3,520</u>	<u>4,003</u>	<u>2,241</u>	<u>3,748</u>
Total	<u>28,649</u>	<u>24,041</u>	<u>21,620</u>	<u>18,167</u>	<u>16,355</u>	<u>24,277</u>

Sooke River Bluegrass Festival Society
Treasurer's Report 2016 Year-End
Financial Report for September 1, 2015 to August 31, 2016
(with comparative figures for year-end September 1, 2014 to August 31, 2015)

Balance Sheet	2016	2015	Income Statement	2016	2015
Assets			Income		
Cash	\$ 200	\$ 100	Interest	\$ 161	\$ 222
Membership Shares	5	5	Festival Tickets	16,433	15,545
Chequing Account	338	26	Raffles	1,741	1,747
Savings Account	36	8,140	Vendors	970	1,558
GIC Unrestricted Funds	8,000	-	Merch	839	455
Accrued Interest on GIC	14	-	Kitchen	2,614	1,081
GIC Restricted Funds	14,000	12,000	Sponsorship	3,250	3,800
Accrued Interest on GIC	20	23	Grants	3,150	-
Gaming Account	-	-	Xmas Show / Scroggins	471	311
Pre-Paid Expenses	-	-	Donation	203	130
Accounts Receivable	750	350	Other	375	200
Total Assets	<u>\$ 23,363</u>	<u>\$ 20,644</u>	Total Income	<u>30,206</u>	<u>25,048</u>
 			Expenses		
Liabilities and Equity			Administration	301	266
Accounts Payable	\$ 838	\$ 1,384	Bands	9,850	9,095
AI Payable	-	-	Production	3,874	3,487
Phil Payable	-	-	Promotion	2,745	2,718
Larry Payable	104	54	Security	753	714
Total Liabilities	<u>942</u>	<u>1,438</u>	Site Expenses	3,700	3,335
 			Raffles	910	701
Opening Equity	19,206	18,172	Merch	883	852
Net income	3,215	1,034	Kitchen	2,236	1,234
Closing Equity	22,421	19,206	School Workshops	1,021	200
Total Liabilities and Equity	<u>\$ 23,363</u>	<u>\$ 20,644</u>	Website	146	146
			Sponsorship Write Off	-	100
			SOCAN	518	879
			Other	55	288
			Total Expenses	<u>26,991</u>	<u>24,015</u>
Notes:			 		
			Net Income	<u>\$ 3,215</u>	<u>\$ 1,034</u>

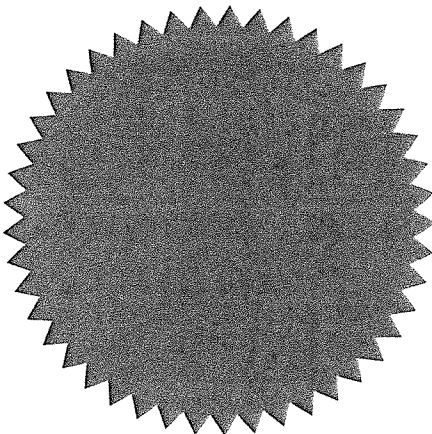


Number: S-0064653

CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that SOOKE RIVER BLUEGRASS FESTIVAL SOCIETY was incorporated under the Society Act on September 23, 2015 at 02:43 PM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on September 23, 2015*

CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

Team Sooke/Juan de Fuca
c/o St. Rose of Lima Catholic Church
2191 Townsend Rd., Sooke, BC V9Z 0H4

28 September 2016

Community Grant Review Committee
District of Sooke
2205 Otter Point Road
Sooke, BC V9Z 1J2

Dear Community Grant Review Committee:

Please find enclosed our application for a Category B Community Grant to provide bus passes for the refugee family that Team Sooke/Juan de Fuca is sponsoring.

A lot has happened since we first presented the District of Sooke with information on our nascent refugee sponsorship project. We have been matched with a family, their application has been approved, and the whole community has been supporting us in fundraising. The response has been an enthusiastic "Welcome Refugees."

We hope you will agree with residents of the region that helping a desperate family relocate to a place of safety is the right thing to do.

Sincerely,



Sid Jorna
Chair, Team Sooke/Juan de Fuca Refugee Sponsorship Committee
[REDACTED] teamsookejuandefuca@gmail.com

Attachments: Grant Application

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: Team Sooke Refugee Sponsorship Committee

Address of Organization: 40 St. Rose of Lima Catholic Church
2191 Townsend Rd.
Sooke BC V9Z 0H4

Phone: [REDACTED] Fax: /

E-mail: teamsookejuandefuca@gmail.com

Contact Person: Sid Jorna

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: \$ 3,600 Total Budget: \$ 53,873
(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).

The Team Sooke/Juan de Fuca Refugee Sponsorship Committee was formed in December of 2016 under the auspices of the St. Rose of Lima Catholic Church (Sooke). As such, we have a not-for-profit charitable status.

The purpose of the committee is to sponsor a refugee family to come to Canada under the Immigration, Refugees and Citizenship Canada (IRCC) Private Refugee Sponsorship Program.

Our fourteen-member core sponsorship group consists of residents of Sooke and Juan de Fuca, all of whom have undergone prescribed training and criminal record checks in order to participate. Our membership reflects a variety of backgrounds, and we have no specific religious affiliation. Many other people in the community have volunteered to provide support and services once the family arrives.

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

Project description:

Team Sooke/JdF has undertaken to sponsor an Iraqi family of four—parents and two daughters, 13 and 21. Their application has been approved and, assuming all continues to go well, we have been told to expect them to arrive by March 2017.

Once the family arrives, the sponsorship group will assume financial responsibility and social support for the family for a period of twelve months while they get established and become self-sufficient. (See Appendix A for further information about the family and Team Sooke/JdF’s sponsorship obligations.)

This is a unique project for Sooke, but in doing this we join forward-thinking small communities all across Canada. This project should receive funding because it will help a deserving family start a new life—an undertaking worthy of a community that prides itself in being the Volunteer Capital of Canada.

What We Are Asking For

We are asking for a grant to cover bus passes for the family for a year.

Three adult passes @ \$85/ month = \$3,060

One youth pass @ \$45 X 12 = \$540

TOTAL: \$3,600

As of the end of September we have, through community support, raised funds to cover our original minimum budget of \$50,000 to set up a home, support the family for 12 months, and help pay back the transportation loan the federal government charges refugees (~ \$9,000 for a family of four).

When we came up with the \$50,000 target BC Transit was offering free bus passes to refugee families. This offer expires at the end of 2016, so the family we are sponsoring will now not qualify. This leaves us with a shortfall.

Transportation to Victoria is essential for the family to attend English classes, job training, and other settlement services offered by the Inter-Cultural Association of Victoria. And the adults, like many other Sooke residents, may end up commuting for work.

(Please see Appendix B for information on how we arrived at our budget and information on the cost of bus passes.)

Purpose of project:

Team Sooke/Juan de Fuca is spearheading what has proven to be a heartfelt community response to the world-wide refugee crisis. The purpose of this project is to give this family a future, and to bring to our community a family that wants to live in peace, better themselves, and contribute to Canada.

Impact and Benefit

Welcoming newcomers will enrich our community. Diversity is a key component in creating a tolerant society, and new perspectives bring new solutions to social issues. Refugees have also proven historically to be an economic benefit to communities. (See Appendix C for information on economic benefits.)

Who Will Benefit

The community as a whole will benefit. Based on the support we've received from individuals, service organizations, schools, faith groups, and regional government, it is clear that participation in the Canada-wide effort to provide a place of safety for refugee families meshes perfectly with Sooke's pride in being a welcoming and supportive community. In addition, most of the money raised to help the family will be spent locally.

The names of those involved in carrying out the project:

The Chair of Team Sooke/JdF is Sid Jorna, who has over-all responsibility for the project. The family's key contacts as they settle in our region will be Sharon Sterling, Howard Taylor, Eman Malak, and Gillian Grigor, but there are an additional eight individuals in core support. We can supply a complete list of sponsorship group members if required.

Date and place of the project:

Support for the family will begin when they arrive in Sooke, which we anticipate to be in March of 2017, and will continue for a year. We would hope to have bus passes available to the family as soon as they arrive, and be valid for a year.

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: 28 September 2016

Organization Name: Team Sooke / Juan de Fuca Refugee Sponsorship Committee

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		3,600		\$ 3,600
Other grants	Juan de Fuca Electoral Area	5,000		\$ 5,000
(list funder)	DONATIONS: Individuals	34,823		\$ 34,823
(list funder)	Faith Groups	3,330		\$ 3,330
	Service Organizations	2,700		\$ 2,700
Admissions / fees:	Businesses	3,720		\$ 3,720
	Schools	700		\$ 700
Other:				\$
				\$
Total Revenues				\$53,873
Expenses				
	Housing			\$
	Food & Household			\$
	Medical, Dental, Optical			\$
	Daily Living			\$ 50,273
	Transportation Loan Repayment (Govt)			\$
	Education & Training			\$
	Transportation			\$ 3,600
Total Expenses				\$53,873
	Net Income			\$ 0

Appendix A: Additional Information About the Family and Sponsorship.

About the Family

The family we are sponsoring was leading an ordinary middle-class life in Mosul, Iraq until 2014. They owned a business, both of their children were in school, and they were active in charity work through their church.

The family was forced from their home under threat of beheading when ISIS took over Mosul in June, 2014. They could not take anything with them, and lost their home, business, and all their belongings. They were lucky to escape with their lives.

Because they are members of a religious minority that is persecuted throughout the Middle East, there is no hope of them returning to Iraq. They are struggling to survive in Lebanon, where they have no official protection and no legal right to work, education, or healthcare.

Obligations as Sponsors

Our sponsorship agreement requires us to provide emotional and financial support to the family for a period of twelve months as they work towards independence. This includes but isn't limited to:

- securing accommodation and setting up a home
- paying their living expenses
- assisting them with all the paperwork that comes with moving to a new country
- ensuring they have access to English-language classes
- liaising with school officials as the youngest daughter enters the school system
- exploring options for the eldest daughter to continue her interrupted education
- helping the parents find work and/or Canadian accreditation for their existing skills
- helping them to understand Canadian culture and learn how to enjoy all the benefits of living in a community such as Sooke

Website: Teamsookejuandefuca.ca

Facebook: Team Sooke Juan de Fuca

APPENDIX B: Budget Information

Fundraising for refugee sponsorship and the subsequent disbursement of funds during the year of sponsorship is closely monitored by our Sponsorship Agreement Holder (SAH)—the Anglican Diocese of British Columbia via a memorandum of agreement with the Catholic Diocese of Victoria.

The SAH advises us on what we should and should not spend sponsorship money on, and we are required to provide quarterly reports including receipts for all moneys spent. They also set guidelines for amounts we should budget for supporting families of various compositions, which is how we came to our original target goal of \$50,000.*

Because this information involves the family's personal finances, we cannot make public a more-detailed breakdown of our budget projections, nor will we be able to give you a record of how the entire budget was spent during the year of sponsorship.

We can, of course, provide any documentation you require to prove that any grant given to us by the District of Sooke was spent on bus passes for the family.

* Note: This can only be a provisional budget until the family actually arrives. They may have needs (e.g., medical, dental) that we are not as yet aware of. This budget also assumes additional in-kind donations of household goods.

BC Transit Fare Schedule

TYPE	FARE	NOTES
ADULT		
CASH FARE	\$2.50	Single boarding only - No Transfers. Drivers do not carry change.
10 TICKETS	\$22.50	
DAYPASS	\$5.00	Only available on bus. Drivers do not carry change.
MONTHLY PASS	\$85.00	
SENIOR (65+)		
CASH FARE	\$2.50	Single boarding only - No Transfers. Drivers do not carry change.
10 TICKETS	\$22.50	
DAYPASS	\$5.00	Only available on bus. Drivers do not carry change.
MONTHLY PASS	\$45.00	
YOUTH (18 OR UNDER)		
CASH FARE	\$2.50	Single boarding only - No Transfers. Drivers do not carry change.
10 TICKETS	\$22.50	
DAYPASS	\$5.00	Only available on bus. Drivers do not carry change.
MONTHLY PASS	\$45.00	
STUDENT (POST-SECONDARY)		
CASH FARE	\$2.50	Single boarding only - No Transfers. Drivers do not carry change.
10 TICKETS	\$22.50	

Appendix C: Economic Benefit of Refugee Immigration

Done properly, bringing refugees into our country isn't about charity. It's about investing in the future—both theirs and ours.

James Cowan, *Canadian Business Magazine*, September 14, 2015

Economic impact of immigration to Canada

One of the most important studies of the economic impact of immigration to Canada is Morton Beiser's *Strangers at the Gate*. This study looked at the arrival of the Vietnamese boat people who began to arrive in Canada in 1979 to much controversy. The total number of refugees was 60,000, the largest single group of refugees to ever arrive in Canada. Beiser first studied the boat people upon their arrival, finding that few spoke English or French, that most were farmers with few skills useful in Canada, and that they had arrived with no assets with which to establish themselves. Beiser then followed the progress of the boat people to see what effect they would have on Canada. Within ten years of arrival the boat people had an unemployment rate 2.3% lower than the Canadian average. One in five had started a business, 99% had successfully applied to become Canadian citizens, and they were considerably less likely than average to receive some form of social assistance.^{[42][43]}

42 Beiser, Martin. *Strangers at the Gate: The "Boat People's" First Ten Years in Canada* Toronto: University of Toronto Press, 1999

43 Sarick, Lila. "Vietnam boat people prospering, study finds Public perception of refugees as drain on society is false, researcher says." *The Globe and Mail*. Toronto, Ont.

Source:

Economic impact of immigration to Canada

Wikipedia

Last modified on 8 August 2016, at 08:33.