



GRANT APPLICATION

(PLEASE PRINT)

Name of Organization	Cowichan Family Caregivers Support Society
Address of Organization	135 Third Street, Duncan, BC. V9L 1R9
Full Mailing Address	same
Telephone Number & Email	250-597-0086 / linda@familycaregiverssupport.org
Contact Person/Title	Linda Dirksen Gale, Executive Director

Primary purpose of organization: Providing free support services to family caregivers living in the Cowichan Valley

Category under which greatest portion of services fall:

Social Service Sports Cultural Economic Development Other _____

Services available to all members of community: Yes No

If no, please list criteria for receiving your service: _____

Total Number of people that used your service last year: 353 individual caregivers and over 750 family members.

Approximate number of your clients that reside in North Cowichan: 300

(Please note that North Cowichan includes the communities of Chemainus, Crofton, Maple Bay, and the Duncan area north of the Cowichan River, and outside the one square mile Duncan core.)

Amount of grant requested: \$4,500

Describe how the grant will be used: *(e.g. special projects, operations, maintenance, etc.)*

We provide free support services for caregivers supporting family members with life limiting medical diagnoses. This includes: one-to-one emotional support, support groups, assistance navigating the healthcare system & local community resources, caregiver workshop.

We are requesting a donation to support our well-established free support services in our community. Due to a significant increase in both community referrals and the cost of service delivery, we are in need of additional funding to maintain our front-line service hours. We are running a waitlist and we now have to triage our most urgent referrals. For reference, in August 2023, we received 22 new referrals and six of them were considered urgent. The majority of our caregivers are seniors and many of them are considered vulnerable, or at risk. Our current active caseload is 332 and we only have three part-time staff members to support all of our clients and the ongoing new referrals.

In order to be considered for a Municipal grant, please ensure that you enclose the following: the most recent financial statement, and the proposed operating budget.

Other Information: Have you obtained a previous grant from the Municipality? Yes No
Or have you applied to another local government for funding? Yes No

If yes, please list: Ladysmith Grant in Aid, Duncan Grant in Aid

Applicant's signature: _____ **FIPPA s. 22(1) Date:** Oct 15, 2023

In order to be eligible for consideration for a 2024 grant-in-aid, this application and all requested supporting materials must be received no later than October 15th, 2023.

Please submit in person at 7030 Trans Canada Hwy or email to finance@northcowichan.ca

Print Form

					2023-24	
			General	Gaming	UW	Total
Receipts						
Government						
	Island Health		59,000.00	-	-	59,000.00
	BC Gaming		-	20,230.00	-	20,230.00
	Town of Ladysmith		1,000.00	-	-	1,000.00
			60,000.00	20,230.00	-	80,230.00
Charitable Organizations						
	United Way BC		-	-	77,250.00	77,250.00
	Ladysmith Health Care Auxiliary		4,000.00	-	-	4,000.00
	Chemainus Health Care Foundation		6,500.00	-	-	6,500.00
	Petro Canada		7,500.00	-	-	7,500.00
	Chemainus Health Care Auxiliary		5,000.00	-	-	5,000.00
	Daybreak Rotary		1,000.00	-	-	1,000.00
			24,000.00	-	77,250.00	101,250.00
Donations						
	Canada Helps		2,000.00	-	-	2,000.00
	Cash		1,000.00	-	-	1,000.00
			3,000.00	-	-	3,000.00
Fundraising						
	Country Grocer		-	-	-	-
	Island Return-It Duncan		10,000.00	-	-	10,000.00
	Island Return-It South		800.00	-	-	800.00
	Event's (Quilt fundraiser)		1,500.00	-	-	1,500.00
			12,300.00	-	-	12,300.00
Other						
	Memberships		125.00	-	-	125.00
	Interest		45.00	-	-	45.00
			170.00	-	-	170.00
Total Receipts			99,470.00	20,230.00	77,250.00	196,950.00
Expenditures						
		actual per rev	51%	10%	39%	
	payroll expense	estimate allocation	45%	15%	40%	
	Circle Program	5%	-	9,007.00	-	9,007.00
	Communications	10%	-	18,014.00	-	18,014.00
	Other		81,063.00	-	72,056.00	153,119.00
Total Service Costs			81,063.00	27,021.00	72,056.00	180,140.00
Fund Development (fundraising) costs						
	Membership Costs*		100.00	-	-	100.00
			100.00	-	-	100.00
Administrative Costs						
	5035 Mileage		470.00	830.00	1,000.00	2,300.00
	5310 Bank Charges		225.00	75.00	200.00	500.00
	5320 Design, Mailing & Printing Costs		-	2,000.00	500.00	2,500.00
	5330 Dues & Fees (societies act filing, etc)		100.00	-	-	100.00
	5340 Equipment & Software Costs		675.00	225.00	600.00	1,500.00
	5350 Financial Management (bookkeeping)		1,000.00	2,000.00	2,000.00	5,000.00
	5355 Gifts & Honoraria		500.00	-	-	500.00
	5357 Insurance - Liability & Directors		620.00	1,000.00	1,080.00	2,700.00
	5370 Meeting Costs (including AGM)		45.50	14.50	40.00	100.00
	5380 Office Supplies		675.00	225.00	600.00	1,500.00
	5385 Office Cleaning		22.50	7.50	20.00	50.00
	5395 Policy Manual Update		1,125.00	375.00	1,000.00	2,500.00

5400 Rental Costs (CF and Saltair)	5,454.00	1,818.00	4,848.00	12,120.00
5410 Telephone & Internet Costs	2,209.00	747.00	2,024.00	4,980.00
5420 Training, Conference & Workshops	(150.00)	150.00	1,000.00	1,000.00
5500 Website Maintenance/tech tbc	-	3,300.00	-	3,300.00
	<u>12,971.00</u>	<u>12,767.00</u>	<u>14,912.00</u>	<u>40,650.00</u>
Total Expenditures	<u>94,134.00</u>	<u>39,788.00</u>	<u>86,968.00</u>	<u>220,890.00</u>
Excess (Shortfall) Of Receipts Over Expenditures	<u>5,336.00</u>	<u>(19,558.00)</u>	<u>(9,718.00)</u>	<u>(23,940.00)</u>

Cowichan Family Caregivers Support Society
Profit & Loss Budget Performance
 September 2023

	<u>Apr - Sep 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income			
4010 - Government			
4020 - Island Health	28,744.50	29,499.96	59,000.00
4030 - Gaming BC	0.00	10,114.98	20,230.00
4040 - CVRD	2,000.00		
4050 - Town of Ladysmith	1,000.00		1,000.00
Total 4010 - Government	31,744.50	39,614.94	80,230.00
4100 - Charity Organizations			
4105 - United Way of Lower Mainland	37,500.00	38,625.00	77,250.00
4120 - Chemainus Health Care Foundatio	6,500.00	6,500.00	6,500.00
4121 - Chemainus Health Care Auxilliar	5,000.00	5,000.00	5,000.00
4130 - Ladysmith Health Care Auxillary	4,000.00		4,000.00
4155 - Petro Canada	0.00		7,500.00
4160 - Daybreak Rotary	1,000.00		1,000.00
4165 - IA Financial Group	12,000.00		
Total 4100 - Charity Organizations	66,000.00	50,125.00	101,250.00
4200 - Donations			
4210 - Donations - Received	8,567.25	999.96	2,000.00
4230 - Donations - Other	10,500.00		1,000.00
4200 - Donations - Other	9.65		
Total 4200 - Donations	19,076.90	999.96	3,000.00
4300 - Fundraising Revenue			
4302 - Return-It Days	0.00		10,800.00
4310 - Fundraising Event	845.00		1,500.00
Total 4300 - Fundraising Revenue	845.00		12,300.00
4400 - Other Revenue			
4405 - Memberships	55.00		125.00
4410 - Interest Income	0.00		45.00
Total 4400 - Other Revenue	55.00		170.00
Total Income	117,721.40	90,739.90	196,950.00
	117,721.40	90,739.90	196,950.00
Expense			
5000 - PAYROLL			
5001 - Payroll Expenses	90,180.32	76,531.50	153,119.00
5020 - Circle Program	0.00	4,500.00	9,007.00
5050 - Communications Program	0.00	9,000.00	18,014.00
Total 5000 - PAYROLL	90,180.32	90,031.50	180,140.00
5200 - Fundraising Expenses			
5215 - Memberships	0.00		100.00
Total 5200 - Fundraising Expenses	0.00		100.00
5300 - Other Operating Expenses			
5035 - Mileage	1,385.79	1,140.00	2,300.00
5305 - AGM Costs	54.76	0.00	0.00
5310 - Bank Charges & Interest	207.65	246.00	500.00

Cowichan Family Caregivers Support Society
Profit & Loss Budget Performance
 September 2023

	<u>Apr - Sep 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5320 · Design & Printing Costs	165.97	1,242.00	2,500.00
5330 · Dues & Fees	40.00		100.00
5340 · Equipment & Software Costs	2,867.81	1,500.00	1,500.00
5350 · Financial Management & Admin	3,957.50	2,400.00	5,000.00
5355 · Gifts & Honoraria	65.16		500.00
5357 · Insurance Costs	225.00	1,320.00	2,700.00
5360 · Mailing Costs	21.88		
5370 · Meeting Costs	194.33	100.00	100.00
5380 · Office Costs	466.91	750.00	1,500.00
5385 · Office Cleaning Costs	0.00		50.00
5395 · Policy Manual Updating	150.00		2,500.00
5400 · Rental Costs	6,122.37	6,060.00	12,120.00
5410 · Telephone & Internet Costs	1,957.64	2,437.50	4,980.00
5420 · Training/Workshops/Conferences	260.00	0.00	1,000.00
5500 · Website Maintenance	0.00		3,300.00
Total 5300 · Other Operating Expenses	<u>18,142.77</u>	<u>17,195.50</u>	<u>40,650.00</u>
Total Expense	<u>108,323.09</u>	<u>107,227.00</u>	<u>220,890.00</u>
	<u>9,398.31</u>	<u>(16,487.10)</u>	<u>(23,940.00)</u>