

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: We provide free community support services to family caregivers living in the Cowichan Valley Region.

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 within the Municipality last year: Over 400 individual caregivers and 800 families

Approximate number of your clients that reside in North Cowichan: 209 families

(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: \$2,500

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

We provide free services for caregivers supporting with family members with a disability or life-limiting medical diagnoses. Our support services include: caregiver support groups, assistance navigating the healthcare system, one-to-one emotional support, community resources and referrals, and caregiver education and workshops. We are requesting a donation to support our well-established support services in our community. The majority of our clients are seniors and many of them are considered vulnerable, or at risk. This year again, we are running a waitlist and triaging our most urgent referrals. Please see attached service delivery snapshot for more detailed information.

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

Other Information: Have you obtained a previous grant from the Municipality? Yes No

Have you applied to another local government for funding? Yes No

If yes, please list: Duncan GIA, Town of Ladysmith GIA, North Cowichan GIA

Applicant's signature: FIPPA s. 22(1) **Date:** October 15, 2025

In order to be eligible for consideration for a 2026 grant-in-aid, this application and all requested supporting materials must be received no later than October 15th, 2025.

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

Print Form

Municipality of North Cowichan GRANT APPLICATION – addendum

The Cowichan Family Caregivers Support Society is a non-profit organization dedicated to improving the quality of life for caregivers. At Cowichan Family Caregivers Support Society, it is our Mission to:

- Enhance the well-being of caregivers by providing one-to-one support, education, advocacy, support groups, and community and healthcare resource information.
- Build strength and resiliency in our communities.
- Acknowledge and increase awareness of the vital role that caregivers have in their families and communities.

HIGHLIGHTS

PROGRAM/PROJECT QUALITY & MERIT

We have been supporting caregivers in the Cowichan Valley since 2000 and have a demonstrated success model that is supported by our Island Health champions.

We adapt our support services for each caregiver and their unique journey, with flexibility to support challenges with mobility and respite services for their loved one.

ORGANIZATIONAL EFFECTIVENESS & CAPACITY

We have been supporting caregivers in the Cowichan Valley since 2000 and have a well demonstrated success model supported by Island Health champions.

For the past four years we have successfully expanded our revenue sources and funders.

COMMUNITY ENGAGEMENT & IMPACT

In October this year, we expanded our support groups from 6 per month to 10 per month, with the addition of a seniors coffee group to enhance social connections.

We work extensively with other agencies through the EPIC (Elder Partnership in Cowichan) working group, and we meet monthly with Volunteer Cowichan and Literacy Now to share resources and focus on capacity building in the community.

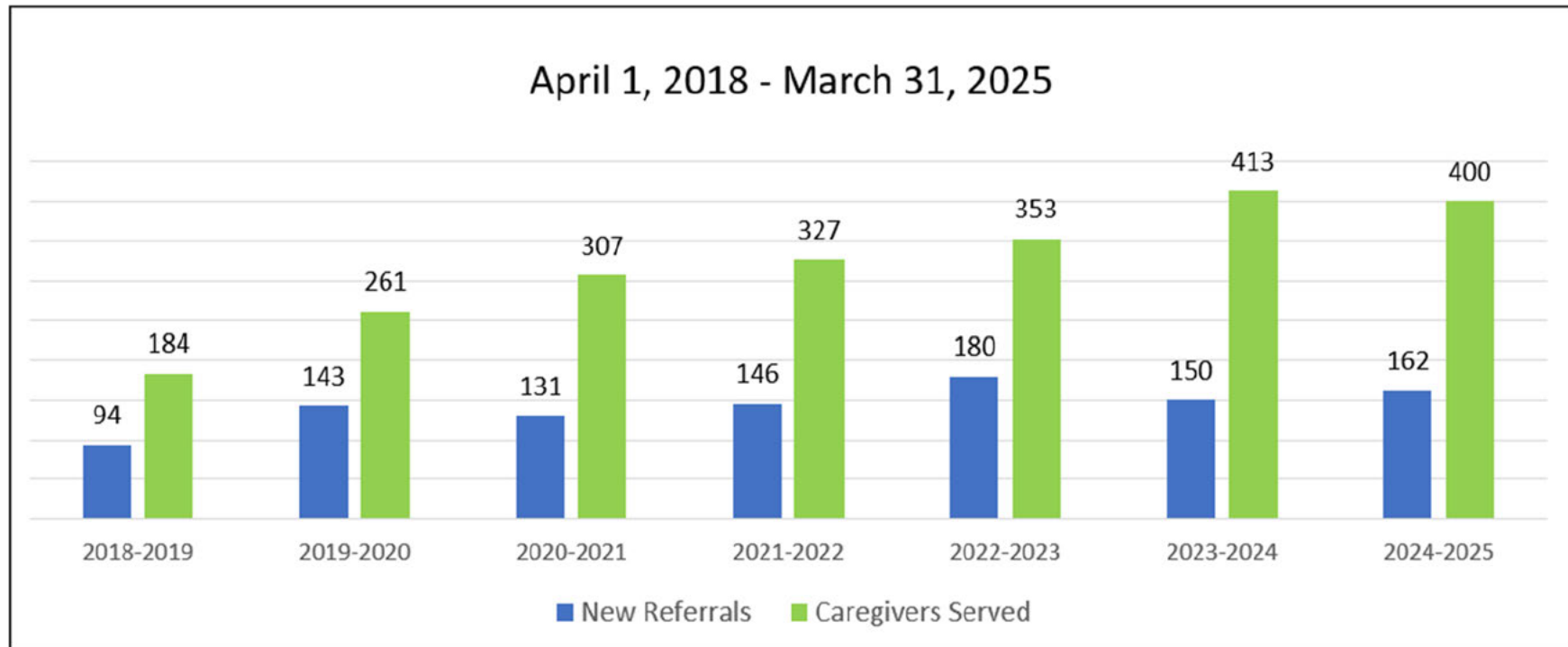
Last year, North Cowichan GIA funding went directly to our community support services. The need for these services has never been greater. Thank you for considering our request for funding this year.

Sincerely,

FIPPA s. 22(1)

Linda Dirksen Gale, Executive Director
Cowichan Family Caregivers Support Society
o: 250-597-0886 / c: 778-936-0028
e: linda@familycaregiverssupport.org

Service Delivery Snapshot



- In 2024-25, we provided free support services to 400 families in the Cowichan Valley. This includes new referrals and existing clients. On average, clients access our services for over 2.5 years as they navigate their caregiving journey.
- We received 162 new referrals from April 1st, 2024 to March 31st, 2025. We now consistently have a wait-list for our services, as caregivers need more support and are accessing our services for longer periods of time.
- In February 2025, the waitlist for one-to-one support services increased from 3 weeks to 3-4 months.
- Between 2018 and 2024 the need for our caregiver support services has increased by 124%.

Cowichan Family Caregivers Support Society Budget

Gaming	General	UW	TOTAL
Apr '25 - Mar 26	Apr '25 - Mar 26	Apr '25 - Mar 26	Apr '25 - Mar 26

Income

4010 - Government

4020 - Island Health		66,106.67	66,106.67
4030 - Gaming BC	15,000.00		15,000.00
4031 - Duncan Dabbers		5,500.00	5,500.00
4050 - Town of Ladysmith GIA		0.00	0.00
4060 - Duncan Grant in Aid GIA		1,000.00	1,000.00
4070 - North Cowichan GIA		1,000.00	1,000.00

Total 4010 - Government

15,000.00	68,106.67		83,106.67
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4100 - Charity Organizations

4105 - United Way of BC			125,000.00	125,000.00
4120 - Chemainus HealthCare Foundation		6,500.00		6,500.00
4121 - Chemainus HealthCare Auxiliary		5,000.00		5,000.00
4122 - Peninsula Co-op		2,500.00		2,500.00
4130 - Ladysmith HealthCare Auxillary		4,000.00		4,000.00
4140 - Rexall Caremakers		0.00		0.00
4155 - Petro Canada Caremakers		0.00		0.00
4160 - Daybreak Rotary		0.00		0.00
4161 - Duncan Rotary		0.00		0.00
4162 - Chemainus Rotary		1,000.00		1,000.00
4170 - iA Financial		10,000.00		10,000.00
4180 100 Men		0.00		0.00
4181 100 Women		0.00		0.00

Total 4100 - Charity Organizations

	29,000.00	125,000.00	154,000.00
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4200 - Donations

4210 - Donations - Receipted		1,000.00		1,000.00
4230 - Donations - Other		0.00		0.00
4240 - Canada Helps		2,000.00		2,000.00

Total 4200 - Donations

	3,000.00		3,000.00
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4300 - Fundraising Revenue

4302 - Return-It Days		1,000.00		1,000.00
4310 - Fundraising Events		0.00		0.00

Total 4300 - Fundraising Revenue

	1,000.00		1,000.00
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4400 - Other Revenue

4405 - Society Memberships		125.00		125.00
4410 - Interest Income		400.00		400.00

Total 4400 - Other Revenue

	525.00		525.00
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Total Income

15,000.00	101,631.67	125,000.00	241,631.67
15,000.00	101,631.67	125,000.00	241,631.67

Expense				
5000 · PAYROLL				
5001 · Payroll Expenses		69,275.00	122,350.00	191,625.00
5002 - New staff training costs		0.00		0.00
5050 · Communications Program	10,275.00			10,275.00
Total 5000 · PAYROLL	10,275.00	69,275.00	122,350.00	201,900.00
5200 · Fundraising Expenses				
Total 5200 · Fundraising Expenses		100.00		100.00
5300 · Other Operating Expenses				
5310 · Bank Charges		375.00		375.00
5315 · Travel expense (Mileage)		2,500.00		2,500.00
5320 · Design and printing (Communications)	2,725.00		275.00	3,000.00
5330 · Dues & Fees, memberships		650.00		650.00
5340 · Equipment and Furniture		500.00		500.00
5350 · Accounting & bookkeeping fees		5,000.00		5,000.00
5355 · Gifts & Honoraria		700.00		700.00
5357 · Insurance Costs		2,000.00		2,000.00
5360 - Health Spending account		2,400.00		2,400.00
5365 · Advertising & promotion		150.00		150.00
5370 · meeting costs				
5370 - meeting costs (AGM, board, staff, etc)		600.00		600.00
5371 - caregiver support meetings (one-one, group)			1,000.00	1,000.00
5380 · Office Costs			1,000.00	1,000.00
5395 · Policy Manual Updating		0.00		0.00
5400 · Office Rental Costs				
5401 - Main Office Rental		10,800.00		10,800.00
5402 - satellite facility rentals (support meetings)		2,625.00	375.00	3,000.00
5410 · Telephone & Internet charges				
5411 - Staff phone charges		2,400.00		2,400.00
5412 - software monthly subscription charges		2,000.00		2,000.00
5410 - office telephone and internet		1,200.00		1,200.00
5420 · Training/Development/Workshops/Conferences		2,000.00		2,000.00
5500 · Website and Tech support(communications)	2,000.00	0.00		2,000.00
Total 5300 · Other Operating Expenses	4,725.00	35,900.00	2,650.00	43,275.00
Total Expense	15,000.00	105,275.00	125,000.00	245,275.00
BALANCE (projected surplus/deficit)	0.00	-3,643.33	0.00	-3,643.33

Cowichan Family Caregivers Support Society

Balance Sheet

04/29/25

As of March 31, 2025

Accrual Basis

	Mar 31, 25
ASSETS	
Current Assets	
Chequing/Savings	
1030 · ISCU - Operational	12,309.34
1031 · Membership Shares	5.00
1035 · ISCU - Premium Savings	5,744.17
1040 · ISCU - Gaming	15,000.00
Total Chequing/Savings	33,058.51
Accounts Receivable	
11000 · Accounts Receivable	567.65
Total Accounts Receivable	567.65
Other Current Assets	
1200 · Prepaid Expenses	1,640.35
Total Other Current Assets	1,640.35
Total Current Assets	35,266.51
TOTAL ASSETS	35,266.51
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	2,323.42
Total Accounts Payable	2,323.42
Other Current Liabilities	
2030 · Deferred Revenue	
2031 · Deferred Revenue - Chemainus	5,000.00
2038 · Deferred Revenue - City Duncan	1,000.00
2039 · Def Rev Chemainus HC Foundation	6,500.00
2040 · Deferred Revenue - Gaming	15,000.00
Total 2030 · Deferred Revenue	27,500.00
24000 · Payroll Liabilities	4,031.76
Total Other Current Liabilities	31,531.76
Total Current Liabilities	33,855.18
Total Liabilities	33,855.18
Equity	
3000 · Opening Balance Equity	
3020 · Opening Surplus - General	11,968.92
Total 3000 · Opening Balance Equity	11,968.92
Net Income	-10,557.59
Total Equity	1,411.33
TOTAL LIABILITIES & EQUITY	35,266.51

Cowichan Family Caregivers Support Society
Profit & Loss Budget vs. Actual
April 2024 through March 2025

Cowichan Family Caregivers Support Society
Actual to Budget 2024-2025
Limited Year End Review

	<u>Apr '24 - Mar 25</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
4010 · Government		
4020 · Island Health (VIHA)	66,105.67	69,000.00
4030 · BC Gaming	15,000.00	15,000.00
4041 · Our Cowichan CHN- CVRD	0.00	0.00
4050 · Town of Ladysmith	2,750.00	1,000.00
4060 · Duncan Grant GIA	1,000.00	1,000.00
4070 · North Cowichan GIA	1,000.00	1,000.00
4105 · United Way of B.C.	84,975.00	84,975.00
Total 4010 · Government	<u>170,830.67</u>	<u>171,975.00</u>
4100 · Charity Organizations		
4031 · Duncan Dabbers	5,500.00	0.00
4120 · Chemainus HealthCare Foundation	6,500.00	6,500.00
4121 · Chemainus HealthCare Auxiliary	0.00	5,000.00
4122 · Co-op Peninsula	2,500.00	0.00
4130 · Ladysmith HealthCare Auxiliary	0.00	4,000.00
4135 · Rexall Care Network	0.00	10,500.00
4155 · Petro Canada Caremakers	0.00	0.00
4160 · Rotary - Duncan Daybreak	0.00	1,000.00
4161 · Rotary- Duncan	0.00	1,000.00
4162 · Rotary - Chemainus	0.00	1,000.00
4165 · IA Financial Group	10,000.00	12,000.00
4175 · 100 Men	11,590.00	11,500.00
4181 · 100 Women Who Care	0.00	0.00
4182 · 100 Warmland Women	6,400.00	0.00
Total 4100 · Charity Organizations	<u>42,490.00</u>	<u>52,500.00</u>
4200 · Donations		
4210 · Donations - Receipted	1,260.00	2,000.00
4230 · Donations - Other	125.00	0.00
4240 · Canada Helps	2,239.50	1,000.00
4200 · Donations - Other	0.00	0.00
Total 4200 · Donations	<u>3,624.50</u>	<u>3,000.00</u>
4300 · Fundraising Revenue		
4302 · Return-It Days	7,397.30	10,000.00
4310 · Fundraising Event	0.00	0.00
Total 4300 · Fundraising Revenue	<u>7,397.30</u>	<u>10,000.00</u>
4400 · Other Revenue		
4405 · Memberships	105.00	125.00

Cowichan Family Caregivers Support Society

Profit & Loss Budget vs. Actual

April 2024 through March 2025

	Apr '24 - Mar 25	Budget
4410 · Interest Income	492.34	950.00
Total 4400 · Other Revenue	597.34	1,075.00
Total Income	224,939.81	238,550.00
Gross Profit	224,939.81	238,550.00
Expense		
5000 · PAYROLL		
5001 · Payroll Expenses	150,668.66	193,175.00
5002 · Payroll expenses and deductions	32,583.77	
5020 · Circle Program	0.00	0.00
5050 · Communications Program	7,420.32	0.00
5090 · WorkSafe BC	2,460.08	
Total 5000 · PAYROLL	193,132.83	193,175.00
5035 · Mileage	0.00	0.00
5200 · Fundraising Expenses		
5200 · Fundraising Expenses - Other	0.00	100.00
Total 5200 · Fundraising Expenses	0.00	100.00
5300 · Other Operating Expenses		
5301 · GST Expenses General	567.64	
5305 · AGM Costs	0.00	0.00
5310 · Bank Charges & Interest	490.03	625.00
5311 · Canada Help Fees	8.30	
5316 · Travel General		
5315 · Travel - Mileage	2,396.13	2,700.00
Total 5316 · Travel General	2,396.13	2,700.00
5320 · Design & Printing Costs	3,027.75	3,000.00
5330 · Dues, Fees & Memberships	400.00	650.00
5340 · Equipment, Furniture, Software	32.84	500.00
5350 · Accounting & bookkeeping fees	7,475.02	5,000.00
5355 · Gifts & Honoraria	450.00	700.00
5357 · Insurance and Legal Costs	2,879.95	3,000.00
5365 · Advertising & Promotion	300.77	300.00
5370 · Meeting Costs (AGM, Bd, Staff)		
5371 · Meeting Costs (Caregiver supp)	1,797.93	3,000.00
5370 · Meeting Costs (AGM, Bd, Staff) - Other	581.03	350.00
Total 5370 · Meeting Costs (AGM, Bd, Staff)	2,378.96	3,350.00
5380 · Office Costs	833.31	1,000.00
5385 · Office Cleaning Costs	0.00	0.00
5390 · Books	0.00	0.00
5395 · Policy Manual Updating	820.00	2,556.00
5400 · Rental Costs		
5400 · Rental Costs - Other	10,349.97	11,150.00
Total 5400 · Rental Costs	10,349.97	11,150.00
5410 · Telephone & Internet Costs		
5411 · Staff Phone	2,267.55	2,400.00

Cowichan Family Caregivers Support Society
Profit & Loss Budget vs. Actual
April 2024 through March 2025

	<u>Apr '24 - Mar 25</u>	<u>Budget</u>
5412 · Software Subscription Charges	1,964.47	2,770.00
5410 · Telephone & Internet Costs - Other	1,780.02	1,750.00
Total 5410 · Telephone & Internet Costs	6,012.04	6,920.00
5420 · Training/Workshops/Conferences	1,854.14	1,000.00
5500 · Website & Tech Support	2,087.72	1,500.00
Total 5300 · Other Operating Expenses	42,364.57	43,951.00
Total Expense	235,497.40	237,226.00
Net Ordinary Income	-10,557.59	1,324.00
Net Income	-10,557.59	1,324.00