



EXECUTIVE COMMITTEE

**Wednesday, May 14, 2014
11:45 AM**

Henry Baker Hall, Main Floor, City Hall



Office of the City Clerk

**Public Agenda
Executive Committee
Wednesday, May 14, 2014**

Approval of Public Agenda

Minutes of the meeting held on April 23, 2014

Communications

EX14-17 National Day of Honour – May 9, 2014

Recommendation

That this communication be received and filed.

Administration Reports

EX14-18 Special Events Sponsorship Grants

Recommendation

1. That \$17,500 be provided to the Regina Canada Day Committee Inc. for Canada Day celebrations in Wascana Park.
2. That \$12,500 be provided to 101176486 Saskatchewan Inc. for National Aboriginal Day celebrations in Wascana Park.
3. That \$6,500 be provided to The Circle Project Association Inc. for National Aboriginal Day celebrations in Grassick Park.
4. That \$15,000 be provided to Société historique de la Saskatchewan for Les chemins de l'Histoire – Pathways to History.

Other Reports

EX14-19 Board of Police Commissioners: Utilization of Reserve Funding to Purchase Service Vehicle of Radio Shop

Recommendation

That the Chief of Police and City Manager be authorized to purchase and retro-fit a new service vehicle for the radio shop operation at a cost of approximately \$30,000 funded from the Regina Police Service Radio Equipment Reserve.

Resolution for Private Session

AT REGINA, SASKATCHEWAN, WEDNESDAY, APRIL 23, 2014

AT A MEETING OF THE EXECUTIVE COMMITTEE
HELD IN PUBLIC SESSION

AT 11:45 AM

These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.

Present: Councillor Bob Hawkins, in the Chair
Mayor Michael Fougere
Councillor Sharron Bryce
Councillor John Findura
Councillor Jerry Flegel
Councillor Shawn Fraser
Councillor Terry Hincks
Councillor Wade Murray
Councillor Mike O'Donnell
Councillor Barbara Young

Regrets: Councillor Bryon Burnett

Also in Attendance: Chief Legislative Officer & City Clerk, Jim Nicol
A/Deputy City Clerk, Erna Hall
City Manager & CAO, Glen Davies
Executive Director of Legal & Risk, Byron Werry
Deputy City Manager & COO, Brent Sjoberg
A/Executive Director, City Operations, Neil Vandendort
A/Executive Director, Planning, Chris Holden

APPROVAL OF PUBLIC AGENDA

Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted, and that the delegations be heard in the order they are called by the Chairperson

ADOPTION OF MINUTES

Councillor Wade Murray moved, AND IT WAS RESOLVED, that the minutes for the meeting held on April 2, 2014 be adopted, as circulated.

ADMINISTRATION REPORTS

(Councillor John Findura declared a conflict prior to consideration of item EX14-16, citing his involvement with the Regina Multicultural Council, abstained from discussion and voting and temporarily left the meeting.)

EX14-16 Special Event Grant - Mosaic Festival

Recommendation

That a Special Event Grant of up to \$30,000 be APPROVED for Regina Multicultural Council for *Mosaic: A Festival of Cultures* to cover actual transit charter costs, excluding security costs.

Marlene Romanuck, representing the Regina Multicultural Council addressed and answered questions of the Committee.

Mayor Michael Fougere moved, AND IT WAS RESOLVED, that the recommendation contained in the report by concurred in.

RESOLUTION FOR PRIVATE SESSION

Councillor Barbara Young moved, AND IT WAS RESOLVED, that in the interests of the public, the remainder of the items on the agenda be considered in private.

Chairperson

Secretary



PRIME MINISTER • PREMIER MINISTRE

April 9, 2014

Dear Mayor Fougere:

I am pleased to inform you about the Government of Canada's efforts to mark the end of our country's military mission in Afghanistan with a National Day of Honour on May 9th.

This will be a special celebration of Canadian patriotism. His Excellency, the Right Honourable David Johnston, Governor General of Canada, issued a Proclamation designating the National Day of Honour as an opportunity to celebrate the strength and resolve of our men and women in uniform, their families and the many communities they call home.

A National Ceremony will occur on Parliament Hill with veterans of all branches of the Canadian Armed Forces and their families. This will be an occasion to pay tribute to the fallen, the sacrifices of the wounded and the special burden borne by military families. The day will also recognise the contributions of Canadian law enforcement and civil society. Members of the public and students will be invited to honour the legacy of these heroes with a national moment of silence.

However, to make this day a truly national commemoration, we need your help. We would ask that you encourage your municipal council to mark the day by observing a concurrent moment of silence. Your assistance in encouraging municipal officials to participate in community events staged at Royal Canadian

His Worship Michael Fougere
Office of the Mayor
Regina City Hall
P.O. Box 1790
Regina SK
S4P 3C8

Legion branches, local military facilities or schools would also be helpful. We also hope to see strong participation from you and your officials.

Our goal is to honour the end of a generational mission that affected almost every community in Canada. The tremendous respect our soldiers have earned through their courageous efforts has been evident from coast to coast to coast. May 9 will be the culmination of these tributes and a special opportunity to salute the fallen, honour our serving members and veterans and celebrate the strength of our country's remarkable military families. These heroes deserve our unwavering support and everlasting respect.

As we undertake this work, my office would be pleased to offer assistance. We want to extend our full support to all efforts aimed at making the National Day of Honour an unprecedented success to this historic occasion.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Stephen Harper", written in a cursive style.

May 14, 2014

To: Members,
Executive Committee

Re: Special Event Grants

RECOMMENDATION

That the following community investment grants be APPROVED:

1. That \$17,500 be provided to the Regina Canada Day Committee Inc. for Canada Day celebrations in Wascana Park;
2. That \$12,500 be provided to 101176486 Saskatchewan Inc. for National Aboriginal Day celebrations in Wascana Park;
3. That \$6,500 be provided to The Circle Project Association Inc. for National Aboriginal Day celebrations in Grassick Park; and
4. That \$15,000 be provided to Société historique de la Saskatchewan for Les chemins de l'Histoire – Pathways to History.

CONCLUSION

Executive Committee has the authority to allocate funds to non-profit organizations within the Special Event Fund. This grant program provides funding for events that are either: (i) one-time or first-time events that celebrate, preserve and enhance Regina's identity by commemorating notable people, places and events, symbols and anniversaries; or (ii) reoccurring local events that promote the values of citizenship and identity on nationally recognized days (including Canada Day, National Aboriginal Day and Remembrance Day). The Administration has reviewed five applications for funding. These include an application to support the Food Bank's annual food drive, an application to support Canada Day celebrations, two applications to support National Aboriginal Day celebrations and an application for a new event which celebrates, via dramatic re-enactment, vignettes of Saskatchewan's history in order to preserve Fransaskois heritage. The Administration has assessed the applications based on the program's funding criteria. The Food Bank's application was deemed ineligible as it is an annual fundraising event that does not meet the program's eligibility criteria. Funding is recommended for each of the other four events.

BACKGROUND

The Special Event Grant Program supports events hosted in Regina by non-profit organizations, with the intention of building community pride and spirit. Specifically, eligible events are either:

- One-time or first-time events that celebrate, preserve and enhance Regina's identity by commemorating notable people, places and events, symbols and anniversaries; or
- Reoccurring local events that promote the values of citizenship and identity on nationally recognized days (including Canada Day, National Aboriginal Day and Remembrance Day).

This program complements funding provided to organizations through the Community Investment Grant Program's culture, sport and recreation and social development funding streams for core operations, programming, annual events and activities and special initiatives that are aligned with the City's objectives and priorities.

Five applications have been received for upcoming events to be held in 2014:

- a) Regina Canada Day Committee Inc. has requested \$17,500 for July first celebrations held in Wascana Park;
- b) 101176486 Saskatchewan Inc. has requested \$15,000 for National Aboriginal Day celebrations in Wascana Park on June 21;
- c) The Circle Project Association Inc. has requested \$6,500 for National Aboriginal Day celebrations in Grassick Park in the North Central neighbourhood;
- d) The Société historique de la Saskatchewan has requested \$35,000 for Les chemins de l'Histoire – Pathways to History, a first-time event that aims to broadcast, via dramatic re-enactment, vignettes of Saskatchewan's history in order to preserve Fransaskois heritage and enliven and enrich the range of summer activity available in the city; and
- e) The Regina Food Bank has requested \$24,450 for its 28th Annual Food Drive (Appendix E).

These applications have been assessed based on the program's eligibility and assessment criteria which include organizational strength, program merit, community need, community impact, accessibility and financial need. Any funded recipients are required to provide recognition to the City of Regina if the funding request is approved.

DISCUSSION

Four applications are aligned with at least one of the two objectives of the grant program¹ and were evaluated on six criteria: organization, program merit, community need, community impact, accessibility and financial need. These include the request to support Canada Day, the two requests to support National Aboriginal Day and the request to support Les chemins de l'Histoire – Pathways to History. The Food Bank's application was deemed ineligible, as it does not fit with the program's two criteria. It should be noted that the Food Bank is funded through the City's Community Investment Grants Program at a level of \$32,000 per annum.

The following is a brief assessment of each eligible request:

- a) Regina Canada Day Committee – 2014 Regina Canada Day Celebrations (Appendix A)

¹ As outlined in the background section of the report, the two objectives are to support events that are either: (i) one time and first time events that celebrate, preserve and enhance Regina's identity by commemorating notable people, places and events or symbols; or (ii) reoccurring local events that promote the values of citizenship and identity on nationally recognized days.

This non-profit organization, a citizen led volunteer group, has coordinated this key event over at least a 10 year period, attracting between 20,000 and 25,000 people annually to Wascana Park.

The organization's mandate is to join friends, family and fellow citizens to:

- celebrate our nation's birthday;
- showcase local talent;
- showcase Canada's multi-cultural spirit;
- recognize and respect our shared heritage and diversity;
- encourage patriotism; and
- celebrate community and to generate pride in our nation.

The event, which is free of charge and open to all ages, is designed to celebrate the values of Canadian identity and citizenship. Held at Wascana Park, the one-day event (Tuesday, July 1) includes a range of recreation activities for children, the annual Plywood Cup, music and performances and an evening fireworks display. This year, the committee is aiming to involve community organizations like the RCMP Heritage Centre and others to further involve agencies whose work overlaps in areas of cultural heritage.

The event aligns well with the purpose of the fund to promote the values of citizenship and identity on nationally recognized days. The funding request of \$17,500 represents 10% of the overall event budget. Funds from the City of Regina would be used toward traffic control and the fireworks display and also support the organization's depth and quality of programming and increases the number of artists contracted.

The City of Regina has supported this event annually at funding levels ranging from \$5,000 - \$15,000, with \$15,000 being provided between 2010 and 2013. The Administration is recommending approval of the requested \$17,500 for this event in recognition of the significance of this celebration to the community. This small increase from historical funding reflects the organization's focus on strengthening community partnerships, rising attendance, the unique importance of the event to the Provincial Capital and the opening of conversation in areas of the role of civic history and cultural diversity to the event. Major funding partners include the Provincial Capital Commission (\$15,000) and the Federal Celebrate Canada fund (\$30,000).

b) 101176486 Saskatchewan Inc. - National Aboriginal Day (Appendix B)

This organization has coordinated this key anniversary over an 18 year period, attracting between 10,000 and 15,000 people annually. Under the guidance of a large, diverse Planning Committee with representatives from 38 partners (agencies, government and the private sector), the event aims to improve First Nations, Métis and Inuit relations within the city by celebrating cultural diversity via cultural and recreation presentations and activities.

Held at Wascana Park, the one day event, on Saturday, June 21, will begin with a traditional procession of dignitaries and sponsors. The day's activities include recreation demonstrations like wrestling and both traditional and contemporary performances; jigging, throat singing, drumming and dance. Evening activities include an 'open mic' series for participants to do spoken word, hand drumming, singing and more. There are many First Nations, Métis and Inuit craft vendors, as well as food vendors, on site serving attendees. All events are open to the public at no charge.

The event aligns well with the purpose to promote the values of citizenship and identity on nationally recognized days, acknowledging the deep community impact, meaningful value and civic importance of National Aboriginal Day. While not a one time event, the preservation of people's identity is strongly addressed via support for key First Nations, Métis and Inuit artists, who, by nature of their work, interpret and communicate ethnic heritage and cultural values. The funding request of \$15,000 represents 15% of the overall event budget. Funding is to be allocated toward artist fees. Not receiving the funding will negatively impact the programming including the number of artists contracted, depth of overall programs and the length of showcase.

This event has received funding via the City's grant program in the past seven years at levels ranging between \$5,000 and \$10,000; with \$10,000 being provided between 2010 and 2013. The Administration is recommending a small increase of \$2,500 consistent with the increase for Canada Day celebrations. If approved, this grant of \$12,500 will represent 12.5% of the event's budget, which is slightly higher than the 10-11% funded in previous years. The increase will support the depth of community impact, unique cultural attributes of the celebration, range and volume of event partners, rising attendance and event importance. The organization has requested \$10,000 from the provincial government and \$20,000 from the federal government.

c) The Circle Project Association Inc. - National Aboriginal Day (Appendix C)

The Circle Project Association Inc. has coordinated this event in the community since 1998. Since 2004, the celebrations have taken place in Grassick Park in the North Central community, enabling access to local citizens who may not have the means or interest in attending the celebrations in Wascana Park. As with the Wascana Park National Aboriginal Day event, this event aims to improve First Nations, Métis and Inuit relations within the city by focusing on the celebration of cultural diversity via cultural and recreation presentations and activities but at a neighbourhood level.

Held at Grassick Park, the one day event, on Saturday, June 21, will begin with a traditional Grand Entry with dignitaries, sponsors, veterans, flag bearers and dancers. The day's activities include jigging, powwow dance demonstrations, family photos, storytelling and a variety of games and recreation activities for children. Surveys from the 2011 event (the activity is surveyed every 3-5 years) identified that the presentation of First Nations and Métis cultural activity through song and dance were highly valued by attendees (89%) and that, overall, the event was either 'good' or 'excellent' (80%). This highly accessible community event attracted approximately 700 people in 2013, most of them from the North Central community. Organizers are anticipating this to increase to almost 1,000 people as the event continues to receive positive feedback and support from the community.

The event aligns well with purpose to promote the values of citizenship and identity on nationally recognized days, purposely providing citizens with an opportunity to celebrate the day at the neighbourhood level. The funding request of \$6,500 represents roughly 25% of the event's budget. The event received City funding of \$5,000 in 2012 and \$4,500 in 2013.

The Administration is recommending a grant of \$6,500 for this event which is an increase in honour of the depth of community impact, unique cultural attributes of the celebration, range and volume of event partners, rising attendance and event importance. As this is a neighbourhood level event, funding is smaller than the larger scale National Aboriginal Day in Wascana and Canada Day Celebration, but the percentage of total budget is higher.

d) The Société historique de la Saskatchewan - Les chemins de l'Histoire – Pathways to History (Appendix D)

This organization is mandated to communicate the history and significance of Saskatchewan's French speaking people, and so preserves the heritage of the Fransaskois. This project, Pathways to History, is an offshoot of an earlier iteration in 2013 and the organization aims to, through this pilot, entrench the event as an annual activity (which will make it ineligible to this fund in the future but eligible through the Community Investment Grants Program).

The event aims to broadcast, via dramatic re-enactment, vignettes of Saskatchewan's history in order to preserve Fransaskois heritage and to enliven and enrich the range of summer activity available in the city. Events are held, from July 5th to September 1st, twice per week (on Tuesdays and Saturdays) at several key, historic locations in the city for which the organization has established strong partnerships including Government House, the RCMP Heritage Centre and the Provincial Legislative Building. At each site, foundational historic characters like Wilfrid Laurier, Amedee Forget, George Watt and Frederique Haultin do small re-enactments. There is an indication that the tours may be enabled through use of a tour bus, and the finances indicate an 'in kind' contribution of \$10,000 from the City, which possibly indicates need for City Transit support; the Administration is working to understand this request from the organization. However, reimbursement for Transit services is only considered through the Community Investment Grant Program when there is a safety or traffic concern.

The event strongly meets the program criteria of both preserving and enhancing civic identity, history and community pride and is eligible as a first-time event. Few events of this nature are being undertaken in the community, and the unique presentation method, strength of partnerships and progressive, holistic pursuit of thematic connections is compelling and engaging. The funding request of \$35,000 represents 30% of the total budget, which includes 'in kind' contributions from a range of partners and agencies. The funds would be used to support the fees for the actors involved in the re-enactments, administrative and operational costs.

The Administration is recommending a grant of \$15,000 for this event. This reflects the realities of the pressure on the Special Events fund, especially when compared with anticipated project support from the Provincial funder (SaskCulture) of \$10,000. This level of support provides for over 50% of the anticipated expenses for the actors to perform the re-enactments. There are positive outcomes related to cultural tourism, cultural heritage preservation and community engagement.

RECOMMENDATION IMPLICATIONS

Financial Implications

The 2014 community investment grant budget for Special Events is \$125,000 as approved on February 24, 2014 by City Council. To date, \$30,000 has been allocated to other organizations, leaving \$95,000 for allocation. If the recommendations of this report are approved, \$43,500 will remain in the fund for allocation through the remainder of 2014.

Environmental Implications

There are no environmental implications as a result of this report.

Policy and/or Strategic Implications

The mission of the City's Community Investment Grants Program is to fund and partner with community non-profit organizations to deliver programs project and services that align with the City's priorities, have a clear community impact and respond to community needs.

Other Implications

There are no other implications as a result of this report.

Accessibility Implications

Applications for funding are evaluated on the basis of six criteria, of which accessibility is one. All events are located in accessible locations of the city at an affordable rate or at no charge.

COMMUNICATIONS

Grant recipients are required to provide recognition to the City of Regina, as public funds are being used. The organizations will be work with Communications Branch to arrange the recognition.

DELEGATED AUTHORITY

The disposition of this report is within the authority of Executive Committee.

Respectfully submitted,



Chris Holden, Director
Community Development, Recreation & Parks

Respectfully submitted,



Jason Carlston, Executive Director
Community Planning and Development

SPECIAL EVENT GRANT

2014 Application

Instructions:

- Complete all sections of this form in the space provided; type-written applications are preferred.
- Keep one copy of this completed application form and attachments for your records.
- Number all attachments.

GENERAL INFORMATION:

1. Organization Name: Regina Canada Day Committee Inc.
Mailing Address: Box 881, Regina, SK, S4P3B1
2. Contact Person: Leigh Kaufmann
Mailing Address: Box 881, Regina, SK, S4P3B1
Telephone No: 306-791-2574
E-mail: chair@reginacanadaday.ca
3. Alternate Contact: Robyn Sullivan
Mailing Address: Box 881, Regina, SK, S4P3B1
Telephone No:
E-mail: 28(1) Personal
4. Name of Event: 2014 Regina Canada Day Celebrations
5. Amount of Request: \$ 17500
6. Event Date(s): July 1, 2014

ORGANIZATION:

7. ☒ Attach a copy of your organization's current Profile Report from the Corporate Registry of Information Services Corporation (ISC), labeled as Attachment #1. The Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
8. What is your organization's mandate?
Our MANDATE is to provide an event for Canadians to join friends, family and fellow citizens to:
 - ☐ celebrate Canada's birthday;
 - ☐ showcase local talent;
 - ☐ showcase the many cultures that make up Canada;
 - ☐ recognize and respect our heritage and diversity;

RECEIVED

APR 04 2014

Comm. Development,
Recreation & Parks

- ☐ encourage patriotism; &
- ☐ generate pride in our nation.

9. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?

The Committee is a no-for-profit, volunteer organization that plans the annual Canada Day festivities in Wascana Centre. The goal is to celebrate what it means to be Canadian. The event is structured to provide attendees a diverse Canadian arts, culture and entertainment experience. The hallmark accomplishment for the Committee is ensuring the day is free of charge and open to all ages.

10. Does your organization have any unpaid accounts with the City of Regina (i.e. taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

NA

PROGRAM MERIT:

11. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

Still a work in progress and is dependent on our sponsorship level. Currently, we are booking the main stage, family stage and grounds entertainment. We do have events confirmed for 2014 such as the Strongman Competition, the fireworks display and various grounds/family entertainment.

12. What is the purpose or goal of the event?

Our MISSION is to stage a successful and festive event on July 1st annually to allow citizens to celebrate Canada's birthday in a meaningful way. The Canada Day celebrations are an important part of citizen participation, enhancement of belonging to Canada and the social integration of new Canadians. The event includes a diverse community of volunteers for the event, for example Sikh Society members volunteered in 2013.

13. Is this event a one time event or will it be held annually?

Annual event

14. Who is the target audience for this event? What is the age range of the audience and the participants?

All Regina citizens and people from surrounding communities. Age range from 0 to 100.

COMMUNITY NEED

15. Why is this event important for the community?

The event is southern Saskatchewan's largest one-day, free, family-focused festival and the only organized opportunity for Regina and southern Saskatchewan residents to gather in one location and celebrate what it means to be Canadian. The day draws over 30,000 people to Wascana Centre and culminates with one of the only dramatic fireworks displays residents can experience throughout the year.

16. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

Wascana Centre Authority, Heritage Canada, Provincial Capital Commission

COMMUNITY IMPACT

17. What is the direct community impact of this event?

Direct community impact is difficult to quantify for an event of this nature. As it is free of charge we do not have an exact count on attendance nor where attendees have travelled from. We rely on between 40-60 volunteers every year to help carry out the event. Everything from food vendors, to staging, fireworks, and security is provided by local businesses. The alcohol that is sold is wholesaled by a local supplier as well.

18. How will you measure success of the event?

Success of the event is also difficult to measure. As stated previously it is a free event therefore tracking attendance is difficult. We do rely on anecdotal feedback received through our website, Facebook and Twitter pages. As a non-profit event, financial stability is one measure of success. We also gauge success through food, craft and ground display vendors and their attendance at the event.

19. What is the anticipated attendance of the event?

30,000 people

20. Provide your best estimate of the economic impact of the event (e.g. ticket revenue, number of people employed)?

10 - 12 food vendors, approximately 10 craft vendors and a couple retail vendors. Beer sales have been approximately \$40 - 50,000.

ACCESSIBILITY

21. Is this event open to the public? ☒ Yes ☐ No

22. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

The Committee strives to ensure the event is open to everyone regardless of socio-economic background or physical abilities. As a result, the event is free to attend. It is held in Wascana Centre with consideration given to those in need of special parking. The venue is wheelchair accessible as well. Attendees can bring their own food or non-alcoholic drinks but items are also available for purchase from local vendors.

23. Please list and explain all the components of the special event and specify which are free and which have an admission fee. List all applicable fees.

All areas are free to attend.

FINANCIAL NEED

24. ☒ Attach a copy of the event budget to this application, labeled as Attachment #3. Ensure the event budget includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
25. ☒ Attach your organization's most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors. Label financial statements as Attachment #5.
26. Explain why funding from the City of Regina is needed?

The event is only possible with the aid of government funding and corporate sponsorship.

27. If this request for funding is approved, how will the City of Regina funds be spent? List specific expenditures.

There is a need to financial support with respect to traffic control in and out of the park in terms of hiring security/commissionaires to direct traffic. This is an essential part in making the event successful and assists with the general safety of such a large public event. In addition, there is financial support required for the fireworks display the ends the celebration. The fireworks display draws the most citizens to park throughout the entire event.

28. How will the City of Regina be recognized as a contributor to the event?

Logo on all promotional materials (TV, billboards, website, social media, etc...) Thank you mentions throughout the event from both stages.

Attachments (number all attachments to correspond with this list):

- JS* ☒ #1 – Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
- JS* ☒ #2 – Letters of support (optional).
- JS* ☒ #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
- ☐ #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors. *MA*
- JS* ☒ #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.
-

APPLICATION AGREEMENT

Use of Money

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application. The City reserves the right to demand, at any time, the return of any monies if the Organization uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program or with the description of the intended use of the funds as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.

Freedom of Information and Protection of Privacy

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

Representations

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

Two signatures are required:

LEIGH KAUFMANN
Board Member Name (print)

[Signature]
Signature

CHAIR
Position

Apr 2/14
Date

Katherine White
Board Member or
Executive Director Name (print)

Katherine White
Signature

Secretary
Position

April 2/14
Date

March 25, 2014

To Whom It May Concern:

Re: Canada Celebrations in Wascana Centre

The purpose of this letter is to show our enthusiastic support for the Regina Canada Day Committee's request for grant funding from the City of Regina. We are looking forward to participating in the 2014 Canada Day festivities and working with the Committee to once again put on a successful event for everyone to enjoy.

As you are likely aware, the Canada Day events in Wascana Centre have had tremendous turnouts from our residents. This is truly one of Regina's premier events.

I look forward to hearing of the City's support for this event.

Yours truly,

Carissa Robb
Manager of Community Relations
carissa.robbs@wascana.ca
PH: 306-347-1870 | CL: 306-539-4928



Office of the
Provincial Capital
Commission

Chief Executive Office

#2
Saskatchewan

4607 Dewdney Avenue
REGINA SK S4T 1B7
CANADA

March 26, 2014

Ms. Leigh Kaufmann
Chair
Regina Canada Day Celebrations
940 Victoria Avenue East
REGINA SK S4N 7A9

Dear Ms. Kaufmann:

As the 2014 Canada Day Celebration in Regina draws nearer, I want to express my appreciation to you and your team for the tremendous party you provided the citizens of Regina and surrounding area last year. I am pleased to hear that you will be organizing the Regina Canada Day celebration for 2014.

The Provincial Capital Commission, in support of this celebration, would like to provide financial assistance in the amount of \$15,000. Our Office will once again organize the Opening Ceremony at the Canada Day Celebration in Wascana Park to kick-off the day.

We look forward to working with you and your team of volunteers to provide Regina with a capital celebration! Gwen Jacobson, Director of Operations, will be your contact for the Opening Ceremonies and can be reached at (306) 787-6863.

Sincerely,

Lin Gallagher
Chief Executive Officer

cc: Gwen Jacobson, Director of Operations

#3

**REGINA CANADA DAY COMMITTEE INC.
FOR THE YEAR ENDING DECEMBER 31,**

	Budget 2014	
Revenues		
Grant Funding		
Celebrate Canada	\$ 30,000.00	
Office of Provincial Capital Commission	\$ 15,000.00	
City of Regina - festival funding	\$ 17,500.00	\$ 62,500.00
Vendors		
Craft/retail Vendors	\$ 3,000.00	
Food Services	\$ 12,000.00	
Non-food vendors	\$ 3,000.00	
Miscellaneous	\$ -	
Beer Gardens	\$ 40,000.00	\$ 58,000.00
Sponsorship - cash and in-kind		\$ 50,000.00
Total Expected Revenue		\$ 170,500.00
Expenses		
Administration expenses		\$ 1,000.00
Catering (food, water, hotels)		\$ 2,000.00
Construction		
Generator	\$ 1,500.00	
Porta Potties	\$ 3,500.00	
Fencing	\$ 4,000.00	
Site maps	\$ 500.00	
Tables and chairs, cots, etc...	\$ 1,500.00	
Recycling	\$ 500.00	
Golf carts	\$ 500.00	
Tents	\$ 4,000.00	\$ 16,000.00
Entertainment		
Kids/teens stage	\$ 10,000.00	
Grounds entertainment	\$ 8,000.00	
Main Stage	\$ 40,000.00	\$ 58,000.00
Fireworks		\$ 30,000.00
Beer garden expenses		\$ 17,500.00
Insurance		\$ 5,000.00
Licenses & Permits & WCA		\$ 2,000.00
Volunteer expenses		\$ 5,000.00
Radio, print & tv promotions		\$ 25,000.00
Security - fireworks & grounds		\$ 9,000.00
Total Expected Expenses		\$ 170,500.00
Net Excess Revenue over Expenses		\$0.00

#5

REGINA CANADA DAY COMMITTEE INC.

FINANCIAL STATEMENTS

December 31, 2013

(Unaudited)

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL STATEMENTS

The financial statements are the responsibility of management and have been prepared in conformity with accounting principles generally accepted in Canada. In the opinion of management, the financial statements fairly reflect the financial position, results of operations and cash flows of Regina Canada Day Committee Inc. (the Committee) within reasonable limits of materiality.

Preparation of financial information is an integral part of management's broader responsibilities for the ongoing operations of the Committee. Management maintains a system of internal accounting controls to ensure that transactions are accurately recorded on a timely basis, are properly approved and result in reliable financial statements.

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in Canada, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Senger Kaufmann CMA Prof. Corp. has been appointed accountants. Their responsibility is to report to the members of the Committee regarding the fairness of the presentation of the Committee's financial position and the results of its operations as shown in the financial statements. The Review Engagement Report outlines the scope of their examination.



Robyn Sullivan
Director
March 4, 2014

SENGER KAUFMANN CMA PROF. CORP.

CERTIFIED MANAGEMENT ACCOUNTANTS

EDWIN J. SENGER, CMA
LEIGH D. KAUFMANN, B.Sc., CMA

940 Victoria Avenue East
Regina, Saskatchewan S4N 7A9
Telephone (306) 584-1221
Facsimile (306) 584-1223
office@sengerkaufmann.com

REVIEW ENGAGEMENT REPORT

To the Committee Members of the
Regina Canada Day Committee Inc.

We have reviewed the statement of financial position of Regina Canada Day Committee Inc. as at December 31, 2013 and the statements of operations, change in net assets and cash flow for the year then ended.

Our review was made in accordance with Canadian generally accepted accounting standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the company.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with accounting principles generally accepted in Canada.

Regina, Saskatchewan
March 4, 2014

Senger Kaufmann CMA Prof Corp
Certified Management Accountants

REGINA CANADA DAY COMMITTEE INC.
STATEMENT OF FINANCIAL POSITION
(Unaudited)

December 31

2013

2012

ASSETS

CURRENT

Cash

\$ 46,173 \$ 68,016

LIABILITIES AND NET ASSETS

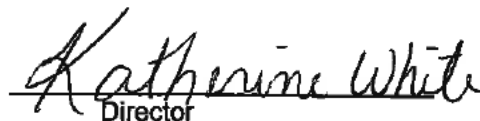
NET ASSETS

\$ 46,173 \$ 68,016

APPROVED BY:

APPROVED BY:


Director


Director

REGINA CANADA DAY COMMITTEE INC.
STATEMENT OF OPERATIONS & CHANGES IN NET ASSETS
(Unaudited)

For the Year Ended December 31

2013

2012

REVENUES

Grants	\$ 45,000	\$ 48,000
Corporate & in-kind sponsorships	45,500	68,000
Food vendors	11,550	12,700
Craft, non-food vendors	6,200	3,075
Beer garden (Note 1)	33,849	26,470
Interest, miscellaneous	<u>884</u>	<u>125</u>
	<u>142,983</u>	<u>158,370</u>

EXPENSES

Advertising, promotions	32,147	31,282
Business licenses, fees	65	65
Catering, hotels	1,662	891
Construction, security	2,186	22,078
Entertainment	93,847	50,113
Fireworks	30,000	30,000
General and administration	183	147
Insurance	<u>4,736</u>	<u>4,637</u>
	<u>164,826</u>	<u>139,213</u>

EXCESS REVENUES OVER EXPENSES

(21,843) 19,157

NET ASSETS, beginning of year

68,016 **48,859**

NET ASSETS, end of year

\$ 46,173 **\$ 68,016**

REGINA CANADA DAY COMMITTEE INC.
STATEMENT OF CASH FLOW
(Unaudited)

For the Year Ended December 31

2013

2012

OPERATING ACTIVITIES

Cash receipts from members, fundraising	\$ 160,778	\$ 174,741
Cash paid to suppliers	<u>(182,621)</u>	<u>(150,554)</u>
Cash flow from operating activities	<u>(21,843)</u>	<u>24,187</u>
 (DECREASE) INCREASE IN CASH	 (21,843)	 24,187
CASH, beginning of year	<u>68,016</u>	<u>43,829</u>
CASH, end of year	<u>\$ 46,173</u>	<u>\$ 68,016</u>

REGINA CANADA DAY COMMITTEE INC.
NOTES TO THE FINANCIAL STATEMENTS
(Unaudited)

For the Year Ended December 31, 2013

GENERAL

Regina Canada Day Committee Inc. organizes and promotes the Canada Day festivities held in Regina, Saskatchewan each year.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Recent Accounting Pronouncements

In September 2010, the Accounting Standards Board issued the final accounting standards for Not-for-Profit Organizations in the private sector in Canada. The new standards specifically address financial reporting needs of small and medium-sized Not-for-Profit Organizations in the private sector in Canada and simplify recognition, measurement, presentation and disclosure requirements significantly.

The Committee has adopted the Canadian accounting standards for Not-for-Profit Organizations with Accounting Standards for Private Enterprises.

(b) Accrual Basis of Accounting

Revenues and expenses are recorded on the accrual basis, whereby they are reflected in the accounts in the period to which they pertain.

(c) Revenue Recognition

The Committee recognizes revenue when the services are completed.

(d) Income Taxes

The Committee is a non-profit organization within the meaning of the Income Tax Act, and is therefore exempt from income taxes.

(e) Measurement Uncertainty

By nature, asset valuations are subjective and do not necessarily result in precise determinations. Estimates in these financial statements include, but are not limited to, the useful lives of assets for amortization and the carrying value of assets. Management periodically reviews the useful lives of the company's capital assets to ensure an adequate charge is made against income for amortization expense. Capital assets are reviewed to ensure that the carrying values are supportable by future cash flows. Should underlying assumptions change, the estimated net recoverable value could change by a material amount.

REGINA CANADA DAY COMMITTEE INC.
NOTES TO THE FINANCIAL STATEMENTS
(Unaudited)

For the Year Ended December 31, 2013

(f) Financial Instruments

Financial assets and liabilities are initially recorded at fair value and their subsequent measurement is dependent on their classification as described below. Their classification depends on the purpose for which the financial instruments were acquired or issued, their characteristics and the Committee's designation of such instruments.

Classification

Cash

held-for-trading

Accounts payable

other liabilities

Held-for-trading

These financial assets are measured at fair value at the Balance Sheet date. The fair value fluctuations include interest earned, interest accrued and realized and unrealized gains and losses are included in interest and investment income.

Other liabilities

Other liabilities are initially recorded at fair value and are thereafter measured at amortized cost using the effective interest method and include all financial liabilities.

REGINA CANADA DAY COMMITTEE INC.
NOTES TO THE FINANCIAL STATEMENTS
(Unaudited)

For the Year Ended December 31, 2013

1. BEER GARDEN

The beer garden revenue consists of the following:

	<u>2013</u>	<u>2012</u>
Sales	\$ 51,645	\$ 42,840
Cost of sales	<u>17,796</u>	<u>16,370</u>
	<u>\$ 33,849</u>	<u>\$ 26,470</u>

2. ECONOMIC DEPENDENCE

The Regina Canada Day Committee Inc. currently receives significant revenue in grants from Heritage Canada, Office of the Provincial Capital Commission and the City of Regina. As a result, the organization is dependent upon the continuance of these grants to maintain operations at their current level.

3. FINANCIAL INSTRUMENTS

The Committee's financial instruments consist of cash and accounts payable. Unless otherwise noted it is managements opinion that the Committee is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

Price Risk

The Committee is exposed to price risk in the form of market risk.

Market Risk

Market risk refers to the risk that the fair value of financial instruments will fluctuate because of changes in the market price whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all instruments traded in the market.

Liquidity Risk

Liquidity risk is the risk that the Committee will not be able to meet its financial obligations as they come due. The Committee manages liquidity by maintaining adequate cash on hand to provide for the ongoing management and operations of the Committee. In addition, the Committee continuously monitors and reviews both actual and forecasted cash flows.



City of Regina

RECEIVED

APR 07 2014

Community Development,
Recreation & Parks

COMMUNITY INVESTMENT
GRANTS PROGRAM

SPECIAL EVENT GRANT

2014 Application

Instructions:

- Complete all sections of this form in the space provided; type-written applications are preferred.
- Keep one copy of this completed application form and attachments for your records.
- Number all attachments.

GENERAL INFORMATION:

- Organization Name: 101176486 SASKATCHEWAN INC
Mailing Address: 2053 Queen St.
- Contact Person: Orenda Yuzicapi
Mailing Address: 2053 Queen St.
Telephone No: 306-596-5131
E-mail: 28(1) Personal
- Alternate Contact: Francis Yuzicapi
Mailing Address: 2053 Queen St.
Telephone No: 306-501-9004
E-mail: 28(1) Personal
- Name of Event: 2014 Natinal Aboriginal Day - Wascana Park Celebrations
- Amount of Request: \$ 15000
- Event Date(s): June 21st, 2014

ORGANIZATION:

- ☒ Attach a copy of your organization's current Profile Report from the Corporate Registry of Information Services Corporation (ISC), labeled as Attachment #1. The Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.

- What is your organization's mandate?

The 101176486 Saskatchewan Inc / Regina NAD Celebrations Inc. mandate is to organize and present the Regina National Aboriginal Day Celebrations every June 21st. We join thousands of Canadians across the country as we celebrate National Aboriginal Day, a special day to celebrate the unique heritage, cultures and contributions of First Nations, Inuit and Métis people in Canada. June 21 was chosen because of the cultural significance of the summer solstice (first day of summer and longest day of the year) and because many Aboriginal groups mark this day as a

time to celebrate their heritage. Setting aside a day for Aboriginal Peoples is part of the wider recognition of Aboriginal Peoples' important place within the fabric of Canada and their ongoing contributions as First Peoples. It is an opportunity for all of us to celebrate our respect and admiration for First Nations, for Inuit, for Métis — for the past, the present and the future. The mandate, structure and members remain the same as the former organization. Also, this organization has expanded their dedicated to supporting the development of Aboriginals in Saskatchewan providing them with opportunities for critical exchange with peers and multicultural audiences throughout the year.

As part of our stated mandate and program objectives, 101176486 Saskatchewan Inc / Regina NAD Celebrations Inc. programming has and continues to engage artists locally and nationally. In the past, we have engaged artists from areas of Saskatchewan, with some from the North West Territories, Yukon and Nunavut.

This year we are entering another growth process of our non-profit organization. Our analysis of our needs and goals suggest continuing to hire contract employees as required. This year's focus will be on increasing our documentation capabilities as well as assistance with administrative duties.

The content of our programming is a result of annual review and development from our planning committee, including elders, professional Aboriginals, aboriginal educators, aboriginal community workers, and aboriginal cultural consultants. Our programming reflects the traditional ways of living, cultural awareness, education, youth leadership and healthy lifestyle and family living. Our goal is simple; inform and educate to help youth make the right lifestyle choices. Through increased programming our directives will improve the skills, knowledge and leadership of urban Aboriginal youth.

One of our main objectives of our project is to increase cultural awareness through our programming and by sharing our cultural identity with the public and enhancing our knowledge surrounding the Aboriginal contribution to our city. Outreach is always priority of the Regina NAD Celebration Inc.'s and throughout the years, our membership has developed into reflecting this objective. This year we hope to grow our project by including more Aboriginal youth in our planning stages and performances, as well as providing a wider range of activities for all to enjoy.

9. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?

Our annual National Aboriginal Day celebrations has grown by leaps and bounds, both in number of participants and spectators, but also in our networking and partnerships. We generate interest from all aspects of society from in and around Regina and beyond. Our partnerships are key to our success. We have partners in Tourism Saskatchewan, which helps us generate interest from tourists, we have provincial partners with groups like SIGA & FSIN, which help us focus on the best talent Saskatchewan has to offer and local community groups in Regina, which helps us bring the community together to celebrate the contributions of aboriginal culture to modern society.

10. Does your organization have any unpaid accounts with the City of Regina (i.e. taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

Nothing outstanding

PROGRAM MERIT:

11. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

All our events take place in the NW corner of Wascana Park, near the RSM. Please see the attached agenda of events for June 21st, 2014. Attachement #A

12. What is the purpose or goal of the event?

The content of our programming is a result of annual review and development from our planning committee, including elders, professional aboriginals, aboriginal educators, aboriginal community workers, and aboriginal cultural consultants. Our programming reflects the traditional ways of living, cultural awareness, education, youth leadership and healthy lifestyle and family living. Our goal is simple; inform and educate to help youth make the right lifestyle choices. Through increased programming our directives will improve the skills, knowledge and leadership of urban Aboriginal youth.

Our annual event supports and encourages exchanges and dialogue between all Canadians of any heritage. Our project will enrich and preserve our cultural heritage, and will seek to increase public awareness and understanding of Aboriginal peoples' rich and diverse cultures. Each year that the Regina NAD Celebrations take place, we are increasing our presence, and will bring with it a stronger profile in the community at large. We believe that this growth is positive move and in developing the Aboriginal contributions.

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The Regina National Aboriginal Day Celebration will take place in Wascana Park on June 21st, 2014. Although the event will actually take place in Regina, our scope is very regional. We feature Aboriginal people and their talents from the entire province and beyond. Also within our promotional campaign, we have elected to advertise and encourage participation from all over Southern Saskatchewan. Our activities encompass all areas of culture. Traditional teachings, dancing, singing, dramatic arts, food, arts & crafts and other cultural demonstrations are elements of our event.

It is a day for all Canadians and provides us with an opportunity to come together and have some fun, learn about Aboriginal culture – including First Nations, Métis and Inuit people – celebrate the diversity that makes this country a cultural mosaic. This year's celebration will foster connections and partnerships throughout our community by way of recognizing and sharing our experiences and cultures.

We currently have over 40 volunteers representing 38 various organizations, who participate in the NAD Planning Committee. They represent federal and provincial government departments, community organizations, and private industry. Our volunteers are crucial to the success of NAD; they assist in the development of the events, fundraising, and recruitment of other volunteers. Last year we were please to receive the assistance of over 75 volunteers on the actual event day.

Also in past 18 years our attendance has totaled over 300,000 for the annual NAD Regina Celebration. Demographically, our attendees were elementary and high school students, teachers, Aboriginals from across the province, business people, arts community, media, local interests, and even tourists.

The Regina National Aboriginal Day Celebrations in Wascana Park strive to produce the most comprehensive celebration in Saskatchewan. We coordinate activities that appeal to all aspects of society and encourage participation in our culture. Through appreciation of our celebration participants will achieve understanding, pride and inspiration of Canada's first peoples. Our cultural heritage celebration provides the aboriginal community with a sense of continuity with previous generations, it is intrinsic to our cultural identity and its preservation and promotion contributes to Canada's cultural diversity. It is essential that Canada's cultural policies encompass, therefore, not only the preservation of traditions and of the values and standards handed down by past generations, but they must also address issues related to present and contemporary creativity. A culture cannot survive in a vacuum, it needs to be shared, used, appreciated and enjoyed in order to stay alive. Disseminating culture helps to achieve this, as well as facilitating a better understanding of it among those of other cultures.

For the past 18 years the Regina National Aboriginal Day Celebrations has played a major role in supporting and introducing young emerging Aboriginal artists and tracking the evolution of contemporary art in Saskatchewan. Recently, some of our programming has focused on the marginalized voices in performance Aboriginal Art raising the question of what it means to be Canadian at this point in our history. Along with the contemporary arts, we have not forgotten about the traditional arts. Our day celebrates all aspects of aboriginal art. This Canadian Aboriginal Celebration will introduce the work of a number of Aboriginal artists who come from a variety of artistic disciplines: performance, new media, musical, dance and traditional literary works.

13. Is this event a one time event or will it be held annually?

We hold this event annually, every June 21st, no matter the day it falls on. This will be our 18th year organizing National Aboriginal Day celebrations in the city of Regina.

14. Who is the target audience for this event? What is the age range of the audience and the participants?

The Regina NAD Celebrations reaches an exceptionally large, diverse and distinctive audience averaging over 10,000 visitors per year. Our target audiences include visitors to the City of Regina, Elders, seniors, Regina's residents, students, youth, the local arts community, the academic community, the local First Nation traditional community and the general public. The audience development strategy for the celebration will draw upon the strong aboriginal presence at previous Regina NAD events. Our intentions this year is to create a wider range of participants and increase our attendance.

We have chosen to organize a wider range of activities this year in hopes that we can appeal to

everyone and peak their interests into attending our celebration. Also, because our event takes place on a Saturday this year, we will definitely have more families in attendance. This year we have expanded to include an evening concert in the park, in hopes to reach those people who could not attend during the daytime. By doing this not only will our participation numbers increase, but also we can present an event for the whole family, which showcases our strong Aboriginal Talent in Saskatchewan.

COMMUNITY NEED

15. Why is this event important for the community?

This project will increase public awareness and appreciation for Saskatchewan's diverse cultural heritage by providing access to alternative voices within the community. This celebration will contribute to the legacy of Saskatchewan's aboriginal history by placing it within the context of our contemporary culture. The project will increase public awareness and understanding of Aboriginal people's rich and diverse contribution to our collective community.

For Aboriginal audiences, access to such culturally relevant programming increases self-knowledge, helps break down barriers of isolation and lack of resources, and develops new recreational outlets for participants to pursue that are alternatives to negative behaviours. This project will provide a forum for dialogue around the issue of diversity and our shared history which we hope will contribute to a better understanding of our diverse perspectives. We also hope the project will break down barriers within our respective communities and create permanent links and relationships.

16. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

Our annual partners (financial & participatory) include:

Canadian Heritage

City of Regina

University of Regina; Aboriginal Student Centre

Cowessess First Nations Urban Office

C Y Consulting Services

Regina Police Services

Bravo Tango Advertising Firm

Saskatchewan Aboriginal Affairs

RCMP Heritage Centre

Crown Investments Corporation (CIC)

SaskPower

Royal Saskatchewan Museum

Mackenzie Art Gallery

Regina Métis Council

Sioux Chef Catering

Saskatchewan Public Service Commission

SaskCulture

Saskatchewan Lotteries

Multicultural Council of Saskatchewan

SaskTel/SAEN

SaskEnergy

COMMUNITY IMPACT

17. What is the direct community impact of this event?

A related educational component is always present in the form of workshops and public discussions surrounding the artistic presentations, we find that this contributes to the understanding of the works. This year one of our additional goals is to have language workshops set up in the cultural tipi camp, this is not only a great opportunity for our Aboriginals to learn, but also the general public; instructors of Dakota, Cree, Assiniboine, Dene and Saulteaux, would offer lessons at National Aboriginal Day. The Regina NAD Celebrations Inc objective is to broaden our audience within the Aboriginal community; bridge the gap between Aboriginal and mainstream audiences; promote multicultural inclusion within the arts; and increase the access of Aboriginal artists to our community programs, services and audiences.

The Regina NAD Celebrations reaches an exceptionally large, diverse and distinctive audience averaging 10,000 visitors per year. We expect more to increase the number of participants during this year. Our target audiences include visitors to the City of Regina, Elders, seniors, Regina's residents, students, youth, the local arts community, the academic community, the local Aboriginal traditional community, the general public and tourists as well. The audience development strategy for the celebration will draw upon the strong aboriginal presence at previous Regina NAD events. Our intentions this year is to create a wider range of participants and increase our attendance to overest comments, feedback from participants, amount of media coverage, and a balanced budget.

Please see attached a copy of the results from our last year's 2013 participant evaluation.
Attachment #B

18. How will you measure success of the event?

Anually, we conduct a random survey of participants and based upon the survey results, we alter and adjust our celebration accordingly.

19. What is the anticipated attendance of the event?

10,000 - 15,000

20. Provide your best estimate of the economic impact of the event (e.g. ticket revenue, number of people employed)?

Our vendors have a very successful day. We have food, cultural arts & crafts vendors. If everyone of our 10,000 attendees, spend \$10 at the event, we have generated \$100,000 for just our vendors alone. As for ticket sales, we are a free event and don't operated with employees, but rather depend on volunteers. At a minimum our economic impact for the city of Regina would be \$100,000..

ACCESSIBILITY

21. Is this event open to the public? ☒ Yes ☐ No

22. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

Our annual celebration has always been free to the public. We don't charge admissions to our festival. This is part of our philosophy. How can you put a \$ tag on a cultural celebration. We want to give everyone an opportunity to participate, no matter their economic status or barriers. We always encourage participation from all sectors of our community and beyond, this is evident

in our marketing strategy. We have localized marketing at key organizations who provide Aboriginal programming, as well as provincial and regional marketing strategies to attract those who may not have had the opportunity to participate previously or those who are new to the city or just visiting and want to help us celebrate.

Everyone is welcomed.

23. Please list and explain all the components of the special event and specify which are free and which have an admission fee. List all applicable fees.

Our one day festival has cultural demonstrations, aboriginal food, music dance, sports, arts & crafts and modern entertainment. All events are open to the public and there isn't any admission fees.

FINANCIAL NEED

24. ☒ Attach a copy of the event budget to this application, labeled as Attachment #3. Ensure the event budget includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
25. ☒ Attach your organization's most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors. Label financial statements as Attachment #5.
26. Explain why funding from the City of Regina is needed?

Funding from the city of Regina is very important, as it the largest celebration within the city limits, with the city as partner/sponsor, is reflective of their commitment to the aboriginal community at large.

Our annual celebration is runs parallel to the City's culture objectives and priorities. Our ultimate long-term goal is to become an umbrella organization Aboriginal arts & culture. Our growth is not only essential to our own programming, but for our long-term goals. Our kick-off point is the annual Regina NAD Celebration. People are now familiar with our celebrations and are looking for more each year. It is with this need and wants by our participants and under the direction of our planning committee that strengthen our presence with in Regina and the rest of Saskatchewan.

Developing our programming is essential to our growth. Each year it becomes a challenge to keep our well established programming (18 years), but make it fresh, new and interesting. This is where our evaluations and partnership development come into play. Our past consistent programming combined with suggestions, fresh ideas and innovative & vibrant cultural performers and artists enhance our celebration. Each year we partner with community organizations and groups, who may not have the ability or opportunity or forum to present their achievements, by providing a platform for the works and in doing so, strengthen our community and bonds within the Aboriginal Community.

27. If this request for funding is approved, how will the City of Regina funds be spent? List specific expenditures.

All monies, coming from the city of Regina grant will be allocated towards the artist fees for the Regina National Aboriginal Day celebrations. Currently we are underway with our fundraising campaign. As most of the grants are just due now, our responses are forthcoming. Our corporate campaign is also underway. We have had a great success with obtaining our goals of our private funding over the past 18 years, and as so I don't anticipate any issues with again reaching our

goal. As always, the numbers do fluxuate slightly, but nothing that should be of any concern.

All monies received from City of Regina would be allocated towards our entertainment/artist fees. Our artists are one of the main reasons that people come to our event. They are one of the most important components, and as such they are our primary need. As we have always done in the past, our artists are paid first.

28. How will the City of Regina be recognized as a contributor to the event?

Please see out sponsorship guide. Attachement #C

Attachments (number all attachments to correspond with this list):

- IS ☒ #1 – Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
 - ☐ #2 – Letters of support (optional).
 - IS ☒ #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
 - ☐ #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
 - IS ☒ #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.
-

APPLICATION AGREEMENT

Use of Money

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application. The City reserves the right to demand, at any time, the return of any monies if the Organization uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program or with the description of the intended use of the funds as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.



Freedom of Information and Protection of Privacy

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

Representations

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

Two signatures are required:

Orenda Yuzicapi		CFO & Director	06/Apr/2014
Board Member Name (print)	Signature	Position	Date
Janice Cottrelle		CEO & Director	April 6, 2014
Board Member or Executive Director Name (print)	Signature	Position	Date

**2014 Regina National Aboriginal Day Celebrations - Wascana Park
BUDGET**

Revenue	Amount Request / Expected	Funding Confirmed (C) or in Process (P)
Contribution from your Organization	\$4,000.00	C
Donations/Fundraising	\$45,000.00	P
In-Kind Contributions		
*Advertising (Bravo Tango)	\$2,000.00	P
*Office (CYConsulting)	\$500.00	C
*Administration Management (CYConsulting)	\$2,500.00	C
Sales Revenue		
*Merchandising Sales	\$450.00	P
*Kiosk Rentals	\$0.00	P
Government Contributions		
*Provincial Government	\$10,000.00	P
*Federal Government	\$20,000.00	P
*Other		
Community Funders (i.e. United Way)		
*		
Other Sources		
*		
Amount Requested from City of Regina	\$15,000.00	N/A
Total	\$99,450.00	

Expenses	Expense Cost
Administration Fees	
*Coordination Fees	\$12,500.00
*Rental of Space	\$2,500.00
*Other: Accounting & Banking Fees	\$1,600.00
*Liability Insurance Fees	\$3,200.00
Project Costs:	
*Artist, Speaker, Writer Fees	\$45,200.00
*Supplies and Materials	\$1,500.00
*Borrowing Fees, Licensing	
Other:	
*Equipment Rentals	\$9,500.00
*Facility Rental Fees	\$4,000.00
*Honoraria	\$1,500.00
*Production & Demo Supplies	\$6,750.00
*Security	\$1,500.00
*Children Activities Rentals	\$1,500.00
Marketing/Promotions:	
*Design. Printing, binding	
*Other:	
*Photography	\$1,500.00
*Advertisizing	\$2,500.00
*Translations	\$1,000.00
*Website Updates	\$200.00
Other Expenses:	
*Traditional Food	\$3,000.00
Total	\$99,450.00

Income Statement

101176486 SASKATCHEWAN INC / REGINA NAD Celebrations Inc.

1 Jan 2013 to 31 Dec 2013

Financial Statements in CDN Dollars

Revenue			
	Grants (Programming & Operational)		\$36,000.00
	Sponsorships		\$45,000.00
	Booth Vendor Fees		\$0.00
	Donations - Services		
	Bravo Tango Advertising Firm	\$3,000.00	
	C Y Consulting	\$5,000.00	\$8,000.00
	Donations - Cash/Tangible Goods		
	C Y Consulting	\$1,000.00	\$1,000.00
Total Revenue			\$90,000.00

Expenses			
	Advertising		\$6,250.00
	Professional Fees & Bank Charges		\$2,950.00
	Corporation Officer Fees		\$12,000.00
	Insurance		\$2,750.00
	Legal and Professional / Corporation Fees		\$955.00
	Printing Costs		\$3,778.00
	Event Expenses		
	Artsits' Fees	\$36,000.00	
	Artsits' Supplies - Cultural Demos	\$2,892.09	
	Equipment Rental/Staging & Sound Rental	\$14,500.00	
	Protocol Expense	\$3,500.00	
	First Aid Donation	\$500.00	
	Volunteer Appreciation	\$2,385.00	\$59,777.09
	Office Rental/Telephone/Fax/Computer/Storage		\$1,500.00
Total Expenses			\$89,960.09

Net Income (Loss)			\$39.91
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Board of Director Approval:

March-30-14

Francis Yuzicapi, Cultural & Artistic Director

Orenda Yuzicapi, CEO; CFO & Director

Janice Cottrelle, Director

Balance Sheet

101176486 SASKATCHEWAN INC

31-Dec-13

Financial Statements in CDN Dollars

ASSETS

Current Assets

Cash	\$39.91
Accounts receivable	\$0.00
(less doubtful accounts)	\$0.00
Inventory	\$0.00
Temporary investment	\$0.00
Prepaid expenses	\$0.00
Total Current Assets	\$39.91

Fixed Assets

Long-term investments	\$0.00
Land	\$0.00
Buildings	\$0.00
(less accumulated depreciation)	\$0.00
Plant and equipment	\$0.00
(less accumulated depreciation)	\$0.00
Cultural Supplies and fixtures	\$0.00
(less accumulated depreciation)	\$0.00
Total Net Fixed Assets	\$0.00

TOTAL ASSETS

\$39.91

LIABILITIES

Current Liabilities

Accounts payable	\$0.00
Short-term notes	\$0.00
Current portion of long-term notes	\$0.00
Interest payable	\$0.00
Taxes payable	\$0.00
Accrued payroll	\$0.00
Total Current Liabilities	\$0.00

Long-term Liabilities

Mortgage	\$0.00
Other long-term liabilities	\$0.00
Total Long-Term Liabilities	\$0.00

Shareholders' Equity

Capital stock	\$0.00
Retained earnings	\$39.91
Total Shareholders' Equity	\$39.91

TOTAL LIABILITIES & EQUITY

\$39.91

Board of Director Approval:

March-30-14

Janice Cottrelle, Director

Orenda Yuzicapi, CEO, CFO & Director

Francis Yuzicapi, Artistic & Cultural Director



8 pm - 10 pm

Saturday, June 21st, 2014
NW Corner of Wascana Park
9AM-10PM

DISPLAYS & ON-GOING EVENTS

9:00 AM to 5:00 PM

- Children's Performance Artists
- Sports Demonstrations
- Cultural & Visual Arts Demonstrations
- Arts and Crafts
- Food Vendors
- Community Booths
- Theatrical Presentations
- Aboriginal Business Booths

Throughout the day, various displays and ongoing events will take place throughout the park and tipi camp including: sports demonstrations, like lacrosse, cultural, language & visual arts demonstrations (pottery, flint knapping, Métis cart making, Finger weaving, etc), arts & crafts, children's performers (Aboriginal Puppet Shows & Musicians), food preparation demonstrations, community organizations and display booths.

OPENING CEREMONIES

10:00 AM to 11:00 AM

A Traditional Aboriginal Procession leading in the flags of the nations that are celebrated in the ceremonies present. This is a high honour among the Aboriginal people of Canada, and will celebrate the union of Aboriginal people with all Canadians. Welcoming Addresses will also be featured by our dignitaries, including Aboriginal representatives, federal and provincial government representatives and our sponsors for the event will also have an opportunity to speak about the Aboriginal cultural significance within Regina and the rest of Canada.

WRESTLING EVENT

11:00 AM to 12:00 PM

Join us for the annual presentation of Professional Wrestling, Aboriginal style. Wavell Starr our First Nations Sensation will battle it out with admiral opponents.

PERFORMANCE ARTISTS

12:30 PM to 5:00 PM

Traditional Dance and Song will featured in intervals throughout the afternoon on the Main stage

- **Métis** – Jiggers & Musicians
- **First Nation** – Traditional Dancers & Contemporary Performances
- **Inuit Throat-Singing** – Professional throat-singing demonstration & Cultural Demos

TRADITIONAL ROUND DANCE

4:030 PM to 5:00 PM

Everyone is welcome to participate in our thank-you dance. It is a circle social dance used to welcome, thank and meet new friends.

EVENING EVENT

7:00 PM to 10:00 PM

Join us for "Open-Mic" performances at the Unitarian Centre (across from Wascana Park on College St. & Albert St. – on Angus St.). Featuring poetry readings, contemporary performances, hand drumming, music, song and comedy. Appropriate for the entire family. Everyone is welcome!



REGINA NAD
CELEBRATIONS INC.

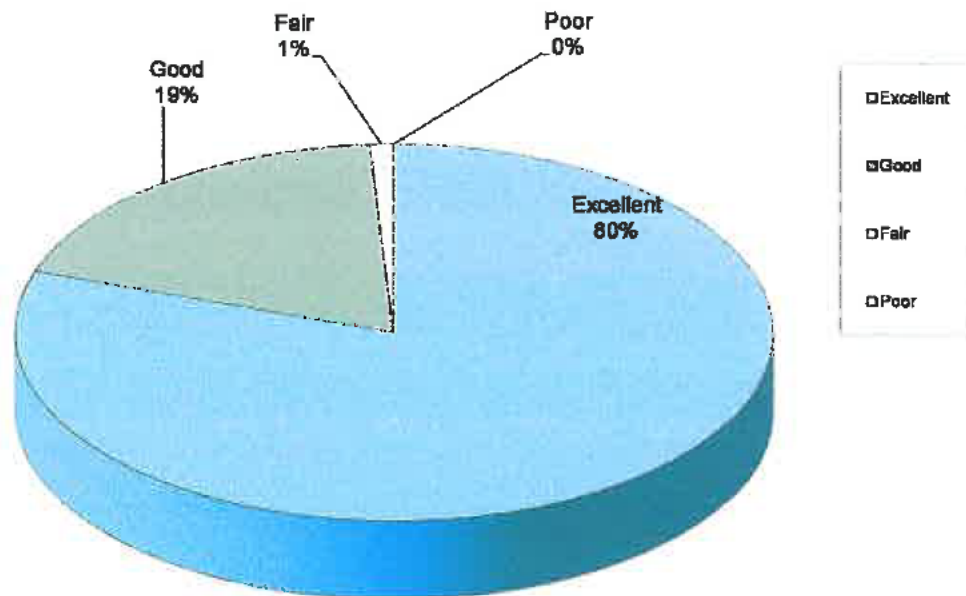
Regina, SK • E: regina.nad@accesscomm.ca • www.facebook.com/ReginaNADCelebrations

The Regina NAD Celebrations Inc. conducted random surveys to evaluate the success of the day. Two-Hundred and two people were asked the following questions...

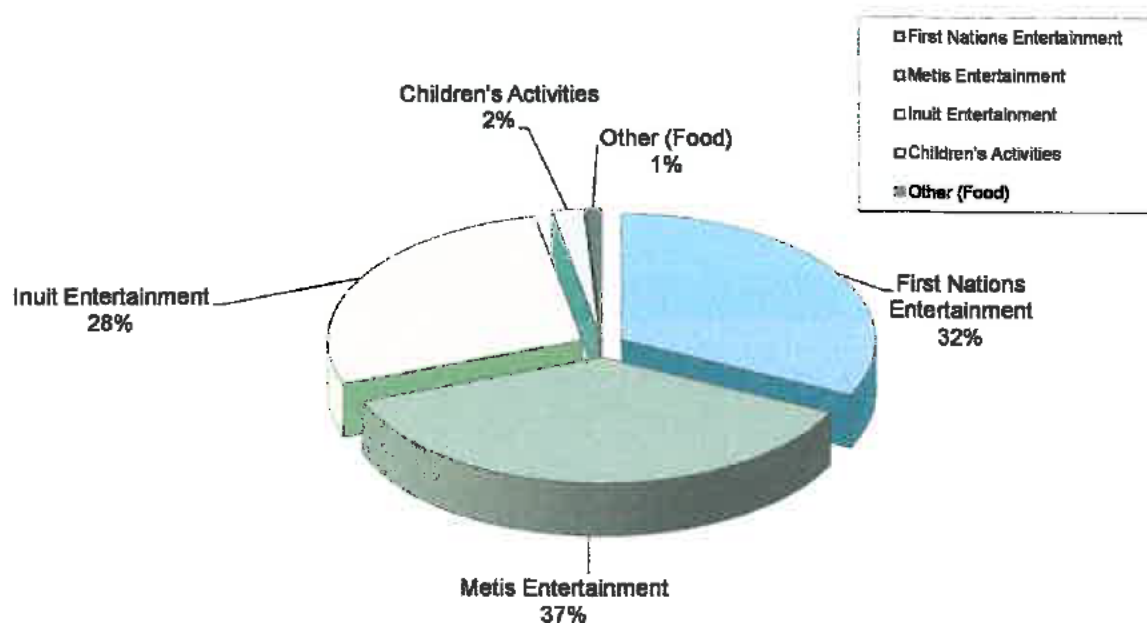


Regina NAD Celebrations 2013 Evaluation Summary

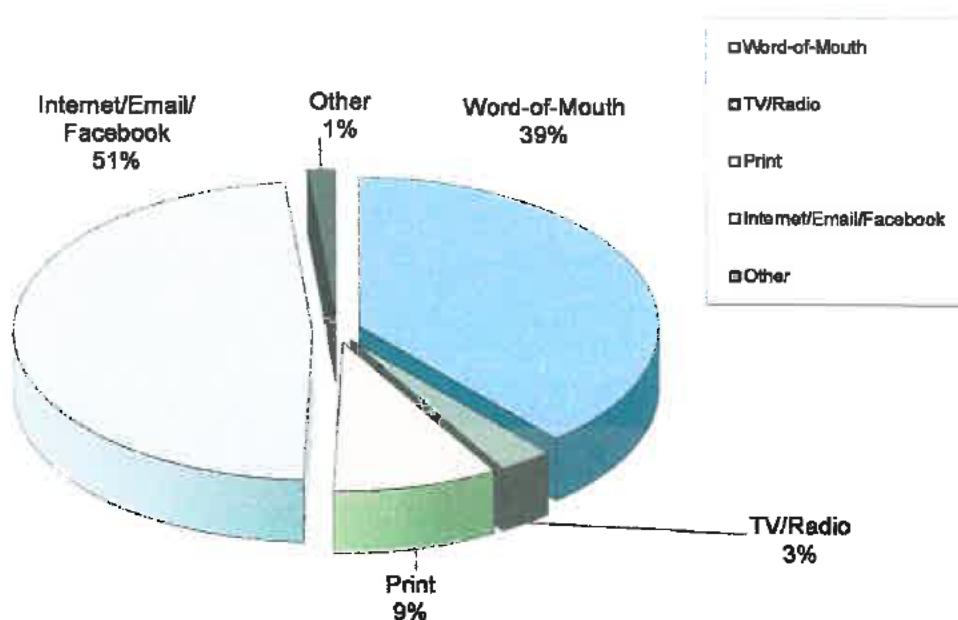
How would you rate today's celebration



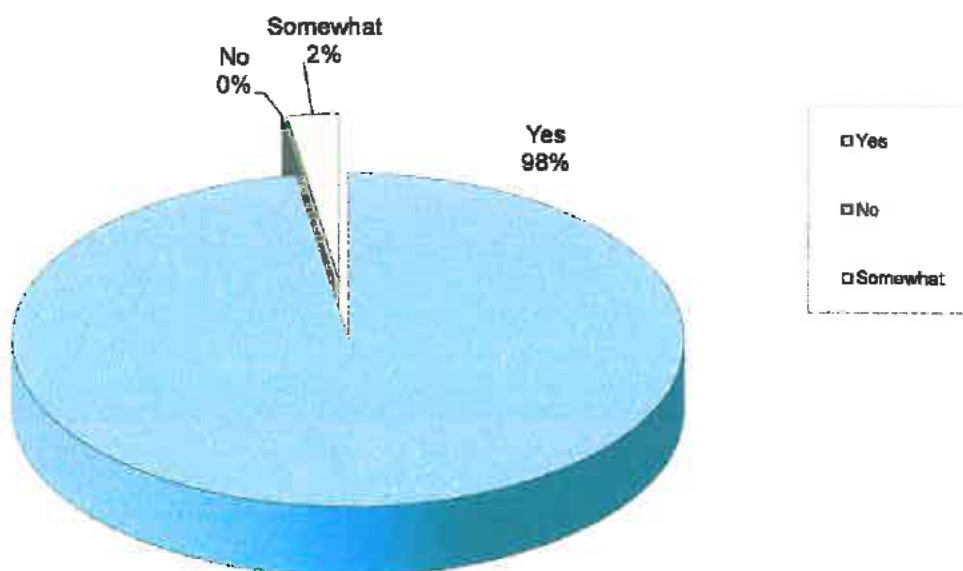
What was your favourite part of the day



How did you hear about this year's National Aboriginal Day celebration



Do you think today's celebration has helped promote understanding about Aboriginal people and their cultures





2014

National Aboriginal Day

Sponsorship Levels & Benefits



Eagle
(\$15,000 plus)

- Logo on official Regina NAD Website Home page and Sponsor page (www.reginaNAD.com)
- Large-sized Corporate Logo on posters
- Corporate signage on-site (no size limit)
- Participation in Grand Entry Opening Ceremony
- Public address at event by Master of Ceremonies
- Special mentions in Media Advisory & News Release
- Organization Booth at event



Buffalo
(\$10,000 – \$14,999)

- Logo on official Regina NAD Website Sponsor page (www.reginaNAD.com)
- Medium-sized Logo on posters
- Company signage on-site (maximum 4'X4')
- Participation in Grand Entry Opening Ceremony
- Organization Booth at event



Polar Bear
(\$6,000 – \$9,999)

- Participation in Grand Entry Opening Ceremony
- Small-sized Logo on posters
- Organization Booth at event



Wolf
(\$3,000 – \$5,999)

- Participation in Grand Entry Opening Ceremony
- Organization Booth at event



Rabbit
(less than \$3,000)

- Organization Booth at event



Volunteer Challenge

The Sponsor Organization that sends the most volunteers for National Aboriginal Day at the Regina venue (Wascana Park) will receive:

- Certificate of Recognition for "Volunteerism"
- Public Acknowledgement at event

SPECIAL EVENT GRANT

2014 Application

Instructions:

- Complete all sections of this form in the space provided; type-written applications are preferred.
- Keep one copy of this completed application form and attachments for your records.
- Number all attachments.

GENERAL INFORMATION:

- | | |
|-----------------------|---|
| 1. Organization Name: | The Circle Project Assoc. Inc. |
| Mailing Address: | 2 nd Floor - 1102 8 th Avenue |
| 2. Contact Person: | Ann Perry |
| Mailing Address: | 2 nd Floor - 1102 8 th Avenue |
| Telephone No: | 306-347-7515 |
| E-mail: | 28(1) Personal |
| 3. Alternate Contact: | Natasha Wesaquate |
| Mailing Address: | 2nd Floor - 1102 8th Avenue |
| Telephone No: | 306-347-7515 |
| E-mail: | n.wesaquate@circleproject.ca |
| 4. Name of Event: | 17 th Annual National Aboriginal Day Community Celebration |
| 5. Amount of Request: | \$ 6500 |
| 6. Event Date(s): | June 20, 2014 |

ORGANIZATION:

7. ☒ Attach a copy of your organization's current Profile Report from the Corporate Registry of Information Services Corporation (ISC), labeled as Attachment #1. The Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
8. What is your organization's mandate?

The Circle Project is a well-established Aboriginal community organization that has been serving the needs of Regina and area citizens since 1988. The Circle Project uses traditional Aboriginal culture and teachings as a framework, within which to offer programs and services to all who request help. All that we do at the Circle Project is done in accordance with our mission statement, "The Circle Project provides support and programs based on the Aboriginal vision of wholeness, balance and healing. By promoting positive human development, we encourage people to help

themselves through education, cultural awareness, family and community." All Programs and services have been developed to focus on assisting Aboriginal people who are struggling to break the cycles of violence, addictions, poverty, lack of education and reliance on social systems as a means of building a healthy community.

9. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?

Significant accomplishments in the past three years have been, celebration of the Circle Project's 25th Anniversary (2013). Nominee and recipient of a BBB Torch Award in the not-for-profit sector (2012). 20th Anniversary of Circle Project Children's Centre (2012). Opening of the Infant Centre (2011).

Successful programs include, Family Violence Program (1998-current). Children's Program (1992-current). Delivery of services for infants and toddlers (2011-current). Development and pilot of educational modules to assist individuals who are struggling or starting to make life changes (2011 and 2012).

10. Does your organization have any unpaid accounts with the City of Regina (i.e. taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

No

PROGRAM MERIT:

11. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

The 17th Annual National Aboriginal Day Community Celebration is a free event for all citizens who wish to participate. This event provides an opportunity for Aboriginal and non-Aboriginal peoples to come together to participate and gain exposure to Canada's Aboriginal peoples customs and traditions, which includes key cultural components for this event and fun family activities. Cultural teachings are planned throughout the day and include; a Grand Entry with First Nations Veterans and Elders, a tipi raising ceremony including tipi teachings and Aboriginal storytelling to follow throughout the day in the tipi and powwow dance demonstrations hosted by the Lone Creek Drum Group. Family components of the day include Dino Bouncers, carnival games and an arts and crafts tent. Each family has the opportunity to have a free family picture taken which is always a big hit. Throughout the day, there will also be live local talent performing on stage and will be announced at a later date. At the supper hour, we host a free community barbeque which feeds over 700 people. The day is a great way for the community to unify and celebrate Canada's Indigenous Population which helps to bridge the gaps that exist in our community. The event takes place in the North Central Neighbourhood at Grassick Playground, making it more accessible to some of Regina's most vulnerable families.

12. What is the purpose or goal of the event?

The purpose of this event is to celebrate National Aboriginal Day, a day reserved to recognize and celebrate the cultures and contributions of the First Nations, Inuit and Métis peoples of Canada. This event provides an opportunity for Aboriginal and non-Aboriginal peoples to come together and participate and gain exposure to Canada's Aboriginal peoples' customs and traditions through fun family activities and demonstrations.

13. Is this event a one time event or will it be held annually?

This event is held annually for the past 16 years and for the last 14 years NAD celebrations are held in the North Central area. The first celebration was held in Victoria Park in 1998 in conjunction with the Circle Project's 10th Anniversary. This event began as a grassroots initiative due to the fact that there were no celebrations or festivals in the city at that time that celebrated National Aboriginal Day. In 1999 the celebration moved to the parking lot behind IMCF where it was held for the next five years. The event continued to grow in popularity and in 2004 the

decision was made to relocate to Louis Riel Park to accommodate the growing number of people attending the community celebration. National Aboriginal Day has since been relocated to Grassick Park Playground which is now an ideal location due to the size of the event and the great location. The event will continue to be held annually as it is an important event to our community and is a day that is celebrated nationally.

14. Who is the target audience for this event? What is the age range of the audience and the participants?

This event is open to all citizens, of any age or of any economic standing. There will be a host of activities available for all age ranges and abilities. At past celebrations we have had attendees ranging from infants to 80 plus years old. Though the majority of attendees are families with children.

COMMUNITY NEED

15. Why is this event important for the community?

Circle Project's National Aboriginal Day Community Celebration has been held in the community since 1998, it is one of very few cultural events held in North Central each year. Families look forward to this event each year as it has been a constant in their community. It is a chance for building positive cross cultural relations as it is held in a neighbourhood with a diverse range of cultures and backgrounds. The majority of the families in this area live below the poverty line. Providing opportunities for healthy, fun, free events is crucial for families to being able to thrive and feel connected to the community in which they live.

Bridging the gaps that exist in our community between cultures is of utmost importance for the Circle Project. Creating opportunities, such as this event, are key in addressing this community need. Not only does this event provide an opportunity for the community to come together to socialize but it also serves as a learning opportunity for all, including Aboriginal people. Aboriginal families who live in and grow up in an urban community do not always have opportunity to see and experience their culture. This event provides that chance to learn about their identity so they can be proud of who they are and their Aboriginal Heritage.

16. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

This event is hosted by The Circle Project in partnership with IMCF, both long standing organizations in the North Central area of the city. Creating community partnerships is of great importance for this event to be a success. Partner organizations contribute financially and provide the people power that's needed to plan and execute an event of this caliber. In previous years, we have had organizations such as the North Central Community Association join our team and more recently, Regina WorkPrep Centre. This year, we have identified REACH as a new partner in keeping with the promotion of building positive community relations and creating opportunities to work together for the betterment of the community.

The Circle Project has long standing community partnerships and long standing funding/sponsorship partners as well. Conexus Credit Union Celebration, through sponsorship of the children's activities, and has been a partner since 2005. Conexus provided the year two contribution of \$3,500 representing half of the multi-year \$7,000 commitment. This year we will approach Conexus to commit to another multi-year agreement. Loraas Disposal makes an in-kind donation of 6 porta-potties for the event representing approximately \$1,000 per year for the last ten years totaling over \$10,000. These important long-term sponsors help to make this a successful event and are provided with an opportunity to give back to the community, which builds the strong community bonds that we enjoy in the City of Regina. In the past we have also received in-kind donations from several other sponsors such as M&M Meats, SaskEnergy, Wheat Country Motors, Casino Regina and Moose Jaw.

COMMUNITY IMPACT

17. What is the direct community impact of this event?

The impact this event will have on the City of Regina are, building community spirit and pride through cultural and family activities. By providing participants an opportunity to socialize with members of their community such as neighbours, elders, volunteers, sponsors and event staff individuals can enjoy a sense of belonging. This event is held in a neighbourhood that is considered a higher risk area that's in need of community building activities. This event fulfills that need and benefits the City of Regina by providing a safe place for its citizens to gather and enjoy free family fun. Engaging the community in positive activities decreases potential problems that affect the safety and well being of the community in general.

This event will also provide the city of Regina an opportunity to participate in a national day of recognition and celebration of the cultures and contributions of the First Nations, Inuit and metis people of Canada. Much like other cities across our country that host National Aboriginal Day Celebrations in their communities, we demonstrate and celebrate the importance and appreciation our city has for the Aboriginal People, their culture and their contributions which have helped shape the country we live in today.

This event will have numerous positive impacts for the City of Regina, and one of the most important is not only for the community as a whole but for citizens individually. These positive impacts go along way to is to bridge the gaps that exist in our community not only between cultures but between citizens and neighbourhoods by creating an environment where everyone has the chance to flourish in a vibrant, connected community.

In previous years this event has provided opportunities for development of leadership and mentorship with some of our young Aboriginal staff. The importance of building the capacity of young leaders in the Aboriginal community is key to the future success of this event and the community, it also provides a unique opportunity for young leaders to gain some valuable hands-on learning. Seasoned mentors provide guidance and support as the young leaders build transferable skills through planning for this event. In addition, the magnitude of details for delivering a community event of this size and caliber gives the young leaders a greater understanding of the responsibilities tied to a leadership role. Self-esteem is built for these individuals because the community is able to witness young people succeed in their role as future community leaders. The individuals involved also had a boost of confidence from being a part of such a successful event and a very positive experience. This is of great benefit for the City of Regina because these are our neighbours, our volunteers and our city's future leaders. The Circle Project is committed to continue this practice of mentorship and development of future leaders for many years to come.

18. How will you measure success of the event?

In 2011 our National Aboriginal Day committee decided to measure outcomes of this event through evaluation. Committee members made a short questionnaire which was available for anyone who wanted to participate. There were a total of 68 evaluations completed. The survey was setup with 9 categories such as Entertainment, Cultural Activities, Location etc. that could be rated as Excellent, Good, Fair or Poor. There were 4 additional questions surrounding their favorite or least favorite part of the event or any suggestion they may have. 80% of the participants rated the event as Good to Excellent. The highest rating of 89% was for Entertainment, which included an Aboriginal cultural component. Rated as Good to Excellent by 84% of participants was location, safety and food.

In 2013 as a way to receive feedback from the event we created a banner called, "Community Speaks". The banner was hung up at the event and attendees were able to use markers to write on the banner and share their thoughts. We received a lot of great remarks and were quite pleased that no one used this banner to write obscene or derogatory remarks, display graffiti or tag with gang markings which we recognized as being a possible risk. The banner turned out and

was a great community building activity and a unique way of gathering feedback with-out a formal evaluation; however we do plan to use a formal evaluation every 3-5 years and will be do to use that process again in the years to come.

19. What is the anticipated attendance of the event?

The anticipated attendance for this event grows each year. Last year we saw upwards of 700 people and this year we are anticipating over 1000 individuals.

20. Provide your best estimate of the economic impact of the event (e.g. ticket revenue, number of people employed)?

This is an entirely free event so there is no revenue generated, except modest fundraising through an onsite canteen to support a youth summer cultural camp. An estimated \$20,000 will be spent in local businesses to host the event. Last year, an estimated 789 hours (\$13,807.50) was donated to the planing and delivery of NAD. This year, we anticipated the number of volunteers and volunteer hours to be comparable to last year.

ACCESSIBILITY

21. Is this event open to the public? ☒ Yes ☐ No

22. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

This event is all inclusive and entirely free and is held in Regina's North Central neighbourhood. Families in this area are more likely to live in poverty making this area ideal to hold this free event especially in reducing barriers for participation. The North Central neighbourhood has the highest Aboriginal population in the City of Regina and also has a very diverse cultural demographic. Opportunities for families to gather are far more limited in this particular area of the city in comparison to other neighbourhoods. This event is completely open to the public and provides opportunities for all cultures to develop their understanding of First Nation's culture, customs and traditions while enjoying free family fun in their community.

This event is located in the central area of our city making it easy to get to by any mode of transporation.

23. Please list and explain all the components of the special event and specify which are free and which have an admission fee. List all applicable fees.

This is an entirely free event. Free activities included are, dino bouncers, arts and crafts, carnival games, Aborginal storytelling, fiddle music and metis jigging, pow wow dance demonstrations, family photos and a community barbeque at the supper hour which includes, hot dogs, hamburgers, chips, watermelon and refreshments.

Although there will be a canteen available on site which is provided by the Chimatawa Youth Dance Troupe. This Dance Troupe runs out of IMCF and they perform in the Grand Entry each year. The Chimatawa Youth Troupe will be using the Canteen as a way to raise funds for their summer cultural camp they attend each year. The decision has always been to have this event entirely free since the start in 1998, however through committee discusion and participant feedback to provide a canteen, we saw this as a great opportunity to support our community youth in providing an avenue for them to raise funds for their summer camp.

FINANCIAL NEED

24. ☒ Attach a copy of the event budget to this application, labeled as Attachment #3. Ensure the event budget includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.

25. ☒ Attach your organization's most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors. Label financial statements as Attachment #5.

26. Explain why funding from the City of Regina is needed?

Hosting an entirely free event of this caliber is dependent on our sponsors, partner agencies and other funding sources. This has always been a free event with no sales revenue generated. For this event to remain easily accessible, especially for vulnerable families, we must continue to offer this event completely free of charge for participants. However can only be done with the support of sponsors. Without funding from the City of Regina, the scale of this event will have to be drastically reduced. With City of Regina funding, the expenses for facilities and equipment will be attainable. Equipment such as the stage for our entertainment and tents for our activities, rents at approximately \$ 6,500 which is the majority of our budget. Funds from the City will help to make these rentals possible as they are a key component in hosting this important community event.






27. If this request for funding is approved, how will the City of Regina funds be spent? List specific expenditures.

Stage -	\$ 1,250.00
Tents -	\$ 4,200.00
Tables -	\$ 350.00
Chairs -	\$ 350.00
Generators -	\$ 250.00
Ice troughs -	\$ 100.00
Total:	\$ 6,500.00

28. How will the City of Regina be recognized as a contributor to the event?

All major sponsors, contributing to hosting the event have their logo on all advertisement materials (posters, programs, etc.), are mentioned in media advertisement, have signage at event, are invited to bring greetings from their organization and participate in the Grand Entry and acknowledged throughout the day in the program. Sponsors are also included in a thank-you ad published in The Leader-Post and are recognized in Circle Project's 2014 Annual Report as sponsors and friends.

Attachments (number all attachments to correspond with this list):

-  ☒ #1 – Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
-  ☒ #2 – Letters of support (optional).
-  ☒ #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
-  ☒ #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
-  ☒ #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.

APPLICATION AGREEMENT

Use of Money

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application. The City reserves the right to demand, at any time, the return of any monies if the organization uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investments Grants Program or with the description of the intended use of the funds as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.



Freedom of Information and Protection of Privacy

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

Representations

In making this application, we the undersigned Board of Directors/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

Two signatures are required:

Bob Cantin		President	April 4, 2014
Board Member Name (print)	Signature	Position	Date
Ann Perry		Executive Director	April 4, 2014
Board Member or Executive Director Name (print)	Signature	Position	Date

Attachment #2



Indian Metis Christian Fellowship

Building an Aboriginal worshipping/working community serving spiritual and social needs.

3131 Dewdney Avenue, Regina, SK S4T 0Y5 Canada

Fax: 306.359.0103

Tel: 306.359.1096

SaskCulture Inc.

Suite 404 – 2125 – 11th Avenue

Regina, SK S4P 3X3

Canada

**Re: Letter of Support for 2014 Community Collaborative National Aboriginal Day
Celebration Funding Application by Circle Project**

31 January 2014

Greetings,

For several years, Circle Project and Indian Metis Christian Fellowship (IMCF) have collaborated in the organization of a community celebration of National Aboriginal Day (NAD) in North Central Regina.

Initially these celebrations were located at the premises of Indian Metis Christian Fellowship. During recent years the celebration has been held at Grassick Playground and will be held there again this year. This community celebration of National Aboriginal Day has become an important cultural event in North Central Regina.

I hope that the funding application from Circle Project for 2014 National Aboriginal Day celebration in North Central Regina can be approved by SaskCulture.

If you have further questions please contact me at the above address.

Sincerely yours,

A handwritten signature in blue ink, appearing to read 'Bert Adema', is written over a horizontal line.

Bert Adema

IMCF Executive Director

Attachment #3

17th Annual National Aboriginal Day Budget

Revenue	Amount Proposed
City of Regina Grant Request	\$6,500.00
Other confirmed grants	N/A
Other pending grants - SaskCulture	\$8,000.00
Fundraising/Cash Donations - Circle Project (\$500) - IMCF (\$500) - REACH (\$500)	\$1,500.00
Project Revenue	N/A
In-kind Contributions - Loraas Disposal (\$1,500) - SaskEnergy (\$500) - Circle Project (\$5000)	\$7,000.00
Other - Conexus Credit Union	\$3,500.00
Total Revenue	\$26,500.00
Expenses	Amount Proposed
Wages, Honorariums - Summer Student (\$875) - St. John's Ambulance (\$125)	\$1,000.00
Project Expenses - Stages/Tents (\$7000) - Culture (\$3000) (Dancers, drum group, Elder) - Tipi (\$3000) - Food/BBQ (\$1700) - Port Potties (\$1500) - Aboriginal Entertainment (\$1500) - Children's activities (\$1500) - Permits (\$300)	\$19,500.00
Facilities/Studio/Office Costs - Admin (\$5000)	\$5,000.00
Travel Costs	N/A
Advertising and Promotion	\$1,000.00
Other	N/A
Total Expenses	\$26,500.00

Attachment # 4

Financial Sponsorships:

Circle Project – Confirmed

IMCF – Confirmed

REACH – Confirmed

City of Regina – Not yet confirmed (Previous sponsor in 2013)

SaskCulture – Not yet confirmed (Previous sponsor in 2013)

Conexus Credit Union – Not yet confirmed (Previous sponsor 2005 – 2013)

Casino Regina – Applying for sponsorship (Previous sponsor 2004 – 2010)

In-kind Sponsorships:

Circle Project – Confirmed

IMCF – Confirmed

REACH – Confirmed

North Central Community Association – Confirmed

Loraas Disposal – Not yet confirmed (Previous sponsor 2004 – 2013)

SaskEnergy – Not yet confirmed (Previous sponsor in 2008 & 2012)

Big Dog 92.7 Radio – Not yet confirmed (No previous sponsorship)



2022 halifax street
regina, sk s4p 1t7
p. 757.9096 f. 359.9044
nwpc@workprep.ca
www.workprep.ca

January 31, 2014

Multicultural Initiatives Fund

Dear Sir/Madame

Re: Letter of Support for the 2014 National Aboriginal Day Celebration (NAD)

I am writing this letter in support of the 16th Annual National Aboriginal Day Community Celebration, held each year in North Central. The NAD celebration is now in its 16th year and is hosted by the Circle Project and in partnership with Indian Metis Christian Fellowship (IMCF), two long-standing community organizations in the City of Regina. These organizations have strong support in the North Central neighbourhood and throughout Regina. Each year they put considerable energy and work into making this community celebration a successful event for the community and are seen as a highlight in the North Central neighbourhood each year.

Regina Work Prep Centre staff and volunteers had a meaningful opportunity to partner with Circle Project and IMCF to support the 2013 NAD Celebration. We had the opportunity to see first-hand the positive impact this event has on the community. The benefits of the strong bonds these agencies have in the community with partners and friends, as well as the participants that come out and enjoy a day filled with culturally sensitive programming, extend long after the event is over.

I would like to extend my full support for this community event and believe that this is a project worth funding.

Sincerely,

A handwritten signature in black ink, appearing to be "Chris Bailey".

Chris Bailey
Executive Director

regina work preparation centre inc.

united way funded partner

Attachment # 4

17th Annual National Aboriginal Day Budget

Revenue	Amount Proposed
City of Regina Grant Request	\$4,800.00
Other confirmed grants	N/A
Other pending grants	\$8,000.00
- SaskCulture	
Fundraising/Cash Donations	
- Circle Project (\$500)	\$1,500.00
- IMCF (\$500)	
- New Partner Agency (\$500)	
Project Revenue	N/A
In-kind Contributions	
- Loraas Disposal (\$1,500)	\$7,000.00
- SaskEnergy (\$500)	
- Circle Project (\$5000)	
Other	
- Conexus Credit Union	\$3,500.00
Total Revenue	\$24,800.00
Expenses	Amount Proposed
Wages, Honorariums	
- Summer Student (\$875)	\$1,000.00
- St. John's Ambulance (\$125)	
Project Expenses	
- Stages/Tents (\$7000)	
- Culture (\$3000)	
(Dancers, drum group, Elder)	
- Tipi (\$3000)	\$17,800.00
- Food/BBQ (\$1000)	
- Port Potties (\$1500)	
- Aboriginal Entertainment (\$1000)	
- Children's activities (\$1000)	
- Permits (\$300)	
Facilities/Studio/Office Costs	
- Admin (\$3000)	\$5,000.00
Travel Costs	N/A
Advertising and Promotion	\$1,000.00
Other	N/A
Total Expenses	\$24,800.00

The Circle Project Assoc. Inc.

BALANCE SHEET

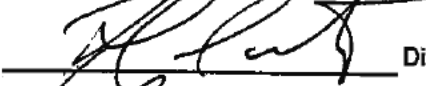
As at March 31, 2013

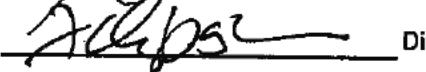
	ASSETS			2013	2012
	Operating fund	Capital fund	Restricted Reserve fund	Total	Total
CURRENT					
Cash	593,546	0	0	593,546	694,611
Investments	0	0	407,887	407,887	407,887
Accounts receivable	123,842	0	0	123,842	91,629
Prepaid items	0	0	0	0	549
	717,388	0	407,887	1,125,275	1,194,676
CAPITAL (Note 3)	0	726,561	0	726,561	776,277
	717,388	726,561	407,887	1,851,836	1,970,953

LIABILITIES					
CURRENT					
Accounts payable	91,572	0	0	91,572	36,450
Deferred revenue	5,500	0	0	5,500	5,500
Current portion of long term debt	0	14,000	0	14,000	44,000
	97,072	14,000	0	111,072	85,950
LONG TERM DEBT (Note 5)	0	279,976	0	279,976	296,211
	97,072	293,976	0	391,048	382,161

NET ASSETS					
UNRESTRICTED NET ASSETS	620,316	0	0	620,316	744,839
RESERVES	0	0	407,887	407,887	407,887
EQUITY IN CAPITAL ASSETS	0	432,585	0	432,585	436,066
	620,316	432,585	407,887	1,460,788	1,588,792
	717,388	726,561	407,887	1,851,836	1,970,953

Approved on behalf of the Board

 Director

 Director

The Circle Project Assoc. Inc.
STATEMENT OF REVENUE AND EXPENDITURE
For the year ended March 31, 2013

	2013	2012
REVENUE		
Grants	739,013	802,939
Daycare fees	463,313	431,883
Sponsorships	12,088	9,858
Donations	1,140	2,600
Memberships	59	63
Anonymous donor	0	30,000
Other self-generated	19,788	20,211
	1,235,361	1,297,554
EXPENDITURE		
Activities, materials and supplies	38,950	30,909
Activities - cultural/community	13,353	12,277
Administration and contracts	7,670	11,890
Advertising	3,725	3,606
Amortization	57,297	58,527
Audit	2,200	2,150
Bad Debts	21,966	25,508
Equipment and furnishings	1,500	3,902
Equipment rental	7,789	11,316
Groceries	29,304	27,322
Hospitality	2,760	5,339
Insurance	18,339	18,473
Interest and bank charges	7,370	7,355
Interest on long term debt	16,356	19,450
Legal fees	523	1,884
Property taxes	11,231	15,725
Purchased services	21,417	23,188
Rent	141,202	137,815
Repairs and maintenance	24,238	18,864
Telephone and postage	18,788	20,106
Training	4,293	5,549
Transport and travel	5,896	10,829
Utilities	14,491	13,363
Van gas and repairs	7,287	7,653
Wages and benefits	871,020	959,844
Workers' Compensation	9,320	9,941
Xeroxing	5,100	15,000
	1,363,386	1,477,603
SURPLUS FOR THE YEAR	(128,004)	(180,049)

RECEIVED

APR 07 2014 JS

Community Development,
Recreation & Parks

**COMMUNITY INVESTMENT
GRANTS PROGRAM**

SPECIAL EVENT GRANT

2014 Application

Instructions:

- Complete all sections of this form in the space provided; type-written applications are preferred.
- Keep one copy of this completed application form and attachments for your records.
- Number all attachments.

GENERAL INFORMATION:

- | | |
|-----------------------|---|
| 1. Organization Name: | Société historique de la Saskatchewan |
| Mailing Address: | 214-1440, 9e avenue Nord, Regina, SK, S4R 8B1 |
| 2. Contact Person: | Alexandre Chartier |
| Mailing Address: | 214-1440, 9e avenue Nord, Regina, SK, S4R 8B1 |
| Telephone No: | 306-565-8514 |
| E-mail: | direction@societehisto.com |
| 3. Alternate Contact: | Mélanie Lemire |
| Mailing Address: | 214-1440, 9e avenue Nord, Regina, SK, S4R 8B1 |
| Telephone No: | 306-565-8518 |
| E-mail: | coordination@societehisto.com |
| 4. Name of Event: | Les chemins de l'Histoire - Pathways to History |
| 5. Amount of Request: | \$ 35 000 |
| 6. Event Date(s): | July 5 th , 2014 to September 1 st , 2014 |

ORGANIZATION:

7. ☒ Attach a copy of your organization's current Profile Report from the Corporate Registry of Information Services Corporation (ISC), labeled as Attachment #1. The Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
8. What is your organization's mandate?
- The Société historique de la Saskatchewan (Saskatchewan French Historical Society) researches, organizes, and broadcasts the history of the french-speaking presence in the province of Saskatchewan, from its beginnings to the present day.
- Our mandates are:
- Study Saskatchewan's history with a particular focus on Francophone elements;

- Find and preserve all relevant information enriching Saskatchewan's Francophones' heritage;
- Actively share and broadcast knowledge of historical facts regarding the french-speaking people of this province to the population of Saskatchewan;
- Help the Fransaskois community develop a liking for history and historical research.

9. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?

The Société historique de la Saskatchewan (SHS) is a non-profit organization established in 1978 that encourages studies pertaining to the history of the French-speaking people of Saskatchewan in order to enrich the Fransaskois heritage. We work closely with the Saskatchewan Archives Board and the Ministry of Education of Saskatchewan to ensure that French historical material be made available for schools. Since 2008, the Société offers a free school workshop service for french and french immersions schools across the province. This is a fun and interactive way to transfer knowledge to students. Since 2005, the Société has offered the festival Les Journées du patrimoine/Heritage Days for students and the general public alike. This heritage celebration uses historical theatre and activities to captivate students and the general public. To this day, the Société has published thirteen important works pertaining to the history of the province, and we also publish a triennial magazine: La Revue historique (the Historical Revue). We also have a virtual museum that highlights different moments in Saskatchewan's history for all to access online.

From now until June 2014, the SHS will have reached a near 4500 students through our school workshops and our new upcoming summer project: Hâle! Le Bootcamp des Voyageurs, (this pilot project aims to share the story of our ancestors, the voyageurs, through the use of physical activity and role-play.); 700 students with this year's Heritage Days; 1000 people with our historical activities; and 500 readers thank to the Revue historique. We always strive to develop and create engaging and innovative activities for the people of Saskatchewan.

10. Does your organization have any unpaid accounts with the City of Regina (i.e. taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

No.

PROGRAM MERIT:

11. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

Les chemins de l'Histoire - Pathways to History is a project whose aim is to share and broadcast Saskatchewan's origins and history to the public through a touristic approach with a tour of the oldest public buildings in the city, as well as an artistic approach through the use of theatre with some of the Saskatchewan's important foundational characters (Amédée Forget, Wilfrid Laurier, Frédérique Haultain, Henriette Forget, George Watt, etc.). We wish to have our project go from July 5th, 2014, to September 1st, 2014, with two days of performances per week: Tuesdays and Saturdays.

Guided throughout the duration of the tour, visitors will be transported (possibly by shuttle bus) from the Legislative Building, to Government House, and the RCMP Heritage Centre. The visitors will thus be able to visit all three locations in the tour with ease and fully enjoy the historical vignettes performed by professional actors portraying famous Saskatchewan historical figures.

This project particularly aims to showcase and bring forth the collaborations of our forefathers and Regina's cultural diversity since its beginnings.

In the summer 2013, the Société historique de la Saskatchewan put in place a pilot project of historical vignettes in collaboration with Government House and the RCMP Heritage Centre with financial support from Heritage Canada. This pilot project allowed us to better understand visitors' interests, visualize the potential for development, and identify both artistic and technical difficulties in order to deliver a higher quality product for the years to come.

The results of this project demonstrated:

- Both our partners wished to continue with the project and help it grow, including adding other potential partners;
- How to properly set and block our historical vignettes within the constraints of the different buildings;
- We should target a touristic clientele with the use of better communication;
- Enhancing the professional quality of the vignettes will strengthen the visitors' experience.

12. What is the purpose or goal of the event?

- Purpose 1: Broadcast Saskatchewan's history and share Saskatchewan's roots and cultural diversity (bilingualism);
- Purpose 2: Create a touristic experience that is appealing and innovative in Regina.
- Purpose 3: Collaborate with institutions and organizations in Regina who share an interest in broadcasting Regina and Saskatchewan's History.

13. Is this event a one time event or will it be held annually?

We want to be held annually event.

14. Who is the target audience for this event? What is the age range of the audience and the participants?

Our target audiences for Les Chemins de l'Histoire - Pathways to History are:

- First, the local audiences (Regina, Moose Jaw, etc.) are targeted,
- Secondly, the occasional audiences, meaning a larger scale audience (the greater Saskatchewan inhabitants) and out-of-province visitors (tourism) are targeted;
- All three locations are accessible to all visitors. We feel that families (0-18 and 35-59) and senior visitors (60-99) will be most receptive to our project.

COMMUNITY NEED

15. Why is this event important for the community?

- Cultural tourism has the potential to increase the attractiveness and competitiveness of city of Regina. We don't have in Regina, any tourist route highlighting the history of Saskatchewan and Regina. For first time in city, we have a collaboration (partners committee) for one project around one vision between heritage institutions from Regina : Government House, RCMP Heritage Centre, and Legislative Building.
- The event want to make accessible the history of creation of Saskatchewan to resident of Regina. Many resident (native or immigrant) don't know the history of their city, such as the first lieutenant governor Amédée Forget was francophone; her gardener George Watt has designed our city with Wascana park and lake; etc. Our history is original and unique in Canada, built with the multicultural initiatives.
- We develop an experience combining innovation (with the differents vignettes), quality (the SHS, the partners, and each actors are professionnals and have much experience in the event organization), history (we tell a part not recognized of Saskatchewan). We creatively develop an

authentic cultural experience, distinct and prosperous.

(In the future, we would like to integrate the Aboriginal community in the tourist route.)

16. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.
- Government House is the museum that preserves and shares the history of the Lieutenant Governor's house, built in 1889-91, as well as the history of the Edwardian Gardens.
 - The RCMP Heritage Centre is a museum that shares the history of the Royal Canadian Mounted Police including the influence this police force had in the development of Canada.
 - Le Legislative Assembly Building is the building that holds the Legislative Assembly of Saskatchewan. Built in 1912, this beautiful symbolic building opens its doors to the public for guided tours.
 - L'Association canadienne-française de Regina (Regina French Canadian Association), is a non-profit organization founded in 1965 that represents, supports, and develops the Francophone community of Regina.

COMMUNITY IMPACT

17. What is the direct community impact of this event?
- The City of Regina and the community will have a better visibility and retain more visitors through a quality touristic route;
 - The people of Regina will know their history;
 - The links of multicultural communities will be more strong through a shared history.
18. How will you measure success of the event?
- We will measure:
- Attendance, with number, age and origin of visitors;
 - Visitors satisfaction and partners satisfaction.
19. What is the anticipated attendance of the event?
- 3000 visitors spread all over the three places;
20. Provide your best estimate of the economic impact of the event (e.g. ticket revenue, number of people employed)?
- We estimate two levels of economic impact:
- The first level include number of people employed (6 persons from Saskatchewan: \$\$\$). We don't have ticket revenue this first year;
 - The second level is the economic impact on commerces of Regina caused by tourists (hotels, restaurants, etc.).

ACCESSIBILITY





21. Is this event open to the public? ☒ Yes ☐ No
22. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.
1. The event is open and accessible by all. The three buildings (Government House, RCMP Heritage Centre and Legislative building) have highest access and safety standards.
 2. For this first year, the event is free. No costs will be charge in addition to regular tickets on each institution.
23. Please list and explain all the components of the special event and specify which are free and which have an admission fee. List all applicable fees.
- Visit of Legislative Buiding;
 - Visit of Government House;
 - Visit of RCMP Heritage Centre.

FINANCIAL NEED

24. ☒ Attach a copy of the event budget to this application, labeled as Attachment #3. Ensure the event budget includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
25. ☒ Attach your organization's most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors. Label financial statements as Attachment #5.
26. Explain why funding from the City of Regina is needed?
- The City of Regina is an essential support to complete the project, for two reasons:
- Les chemins de l'Histoire - Pathways to History project is an event register with City of Regina to differents levels: historical, multicultural, economic and touristic. He is designed and co-funded by historic institutions of Regina, of Saskatchewan and Canada, to Regina residents and economic development of cultural tourism;
- With the support of City of Regina, the project acquires the credibility with public, partners and future sponsors. This credibility allow the project to achieve economic and community impacts.
27. If this request for funding is approved, how will the City of Regina funds be spent? List specific expenditures.
- Honorariums of actors = 20 000 \$
- Wage of coordination = 10 000 \$
- Operationnal Costs (costumes, accessories, etc.) = 1 000 \$
- Administration Costs = 2 000 \$
- Travel Costs for actors (Travel, Hotel, Catering) = 2 000 \$
28. How will the City of Regina be recognized as a contributor to the event?

The City of Regina will be recognized on all communication and promotion documents to talk about this project with logo (poster, flyers, roll-up, booklet, press released, etc.) and mentioned (with press article, interview TV, etc.). Naturally, we will invited official personality and persons concerned by this project to life this experience.

Attachments (number all attachments to correspond with this list):

-  ☒ #1 – Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
 -  ☒ #2 – Letters of support (optional).
 -  ☒ #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
 - ☐ #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
 -  ☒ #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.
-

APPLICATION AGREEMENT

Use of Money

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application. The City reserves the right to demand, at any time, the return of any monies if the Organization uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program or with the description of the intended use of the funds as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.

Freedom of Information and Protection of Privacy

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

Representations

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

Two signatures are required:

Ildephonse Birigimana

Board Member Name (print)

Signature

Board Member

Position

07/Apr/2014

Date

Alexandre Chartier

Board Member or
Executive Director Name (print)

Signature

Executive Director

Position

07/Apr/2014

Date

Attachments #2



1850, rue Hildale, bureau 100 Regina (SK) S4S 7J5
Bureau: 306.566.6020 Télécopieur: 306.569.2405
Courriel: acfr.admin@gmail.com www.acfr.ca

ASSOCIATION CANADIENNE-FRANÇAISE DE REGINA

Regina, on 11/10/2013

To : Mélanie Lemire
Coordonnatrice au théâtre historique
Société Historique de la Saskatchewan

Object : Support letter for « vignettes » project

M. Rémillard,

The Association canadienne-française de Regina (ACFR) is pleased to support your request of grant for your project « Vignettes ».

In fact, the ACFR, like the French community association of Regina, supports this project because of the great consequences for our community and for the promotion of the French language. We can provide our help for your project. In fact, we can help you to find some volunteers and maybe, if you need spaces to do rehearsals, we can provide community spaces like The Auditorium or The Bistro. We can also do the promotion of the Vignettes performances on our web site and in our community newsletter (more than 500 people receive it).

We expect that your project can be developed for next summer, with the same good results of this summer 2013.

Sincerely,

Jessica Chartier
Directrice général de l'ACFR



**RCMP
HERITAGE
CENTRE** | **LE CENTRE
DU PATRIMOINE
DE LA GRC**

17 December 2013

Alexandre Chartier
Director
Société historique de la Saskatchewan
303-2114 11th Avenue
Regina, Saskatchewan, S4P 0J5

Dear Mr. Chartier:

Please accept this letter as support for the following projects to be delivered annually over the 2014, 2015 and 2016 calendar years:

- "Heritage Days" to be held over three days during the month of March
- Summer plays to be hosted on Tuesdays and Saturdays during the months of July and August

We are prepared to support the above initiatives in the following ways:

- Access and use of designated programming space over a three day period each March for Heritage Days
- Free admission for all attending "Heritage Days"
- Access to the SGI Canada Theatre on Tuesdays and Saturdays, during the months of July and August, for delivery of summer programming (times TBD)
- In-kind use of costumes that we have in stock
- Access to the archives and historical documents, managed by the RCMP Historical Collections Unit, **by pre-arranged appointment only**, as they pertain to project research requirements
- Addition of the above project to relevant marketing collateral and promotional plans

I have assigned Wanda Blake, Manager of Client Services and Fund Development as the lead liaison to help you with planning and logistics. Bianca McGregor, Director of Marketing and Strategic Partnerships, will take the lead on any marketing and communications plans associated with the above projects. Their contact information is as follows:

Wanda Blake
Wanda.blake@rcmphc.com
306.522.7333 ext. 3015

Bianca McGregor
Blanca.mcgregor@rcmphc.com
306.522.7333 ext. 3016

Thank you for including us in this exciting opportunity. I wish you all the best with planning and look forward to observing the end products.

Respectfully,



A.E. Nicholson
CEO

cc. Blanca McGregor, Director, Marketing and Strategic Planning, RCMPHC
Wanda Blake, Manager, Client Services and Fund Development, RCMPHC



THE TRADITION
Lives HERE



GOVERNMENT HOUSE

4607 Dewdney Avenue • Regina, SK • Canada S4T 1B7
Information: (306) 787-5773 • Fax: (306) 787-5714 • Email: governmenthouse@gov.sk.ca

December 19, 2013

Mr. Alexandre Chartier
Director
Société historique de la Saskatchewan
214-1440 9th Ave. North
Regina, Saskatchewan
S4R 8B1

Dear Mr. Chartier,

I am pleased to offer a letter of support for the collaborative partnerships of the future Summer Vignettes and Heritage Days at Government House.

Government House will provide support through the following:

- Engaged participation in the coordination, planning and development of programs to be delivered at Government House.
- Communications and promotion through Government House communications including print, radio, social media and announcements.
- Government House will supply period costumes for the actors.
- Performance access to designated areas in Government House and a private change space for actors in the lower level.
- Through the direction and support of the Government House staff, access to archives and historical documents.

I feel this program will be beneficial for all the partners and visitors. I look forward to working with you in 2014 to offer bi-lingual engaging experiences, by sharing the Saskatchewan story at Government House, a majestic National Historic Site and Provincial Heritage Property.

Sincerely,

Carrie Ross
Executive Director
Government House



**Provincial Capital
Commission**

BUDGET

Attachment #3

	REVENUS	Contributions	
		Financial	In-kind
Grants and Contributions *	City of Regina	35 000\$	10 000\$
	SaskCulture	10 000\$	
	Farm Credit Canada	10 000\$	
	Tourism Regina		10 000\$
	Heritage Saskatchewan	5 000\$	
	Gouvernement House	5 000\$	6 000\$
	Legislative Admin. Building	5 000\$	6 000\$
	RCMP Heritage Centre		6 000\$
	Conseil culturel fransaskois	2 000\$	
	Wascana Centre Authorities		1 500\$
	Association canadienne-française de Regina		500\$
Sponsorship *		5 000\$	
		77 000\$	40 000\$
TOTAL		117 000\$	

	EXPENSES	Contributions	
		Financial	In-kind
Wages	Coordination	25 000\$	
Honorariums	Actors, Authors, Director, etc.	27 500\$	
Operational Costs	Costumes, accessories, etc.	3 000\$	
Administration Costs	Facilities, Office, etc.	9 000\$	
Travel Costs	Travel, Hotel, Per diem	8 500\$	
Advertising and Promotion		4 000\$	40 000\$
		77 000\$	40 000\$
TOTAL		117 000\$	

* The contributions are not confirmed. We
expect answers from applications

Attachment #5

**LA SOCIÉTÉ HISTORIQUE DE
LA SASKATCHEWAN INC.**

ÉTATS FINANCIERS

AU 31 MARS 2013

Lizée Gauthier CGA

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Lizée Gauthier

COMPTABLES GÉNÉRAUX ACCRÉDITÉS

Michel Gauthier Certified General Accountant Prof. Corp.

473 - 2ième avenue nord

Saskatoon, Saskatchewan

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RAPPORT DE L'AUDITEUR INDÉPENDANT

**Aux membres de la
Société historique de la Saskatchewan Inc.**

Nous avons effectué l'audit des états financiers ci-joints de la **Société historique de la Saskatchewan Inc.**, qui comprennent le bilan au **31 mars 2013**, et les états des résultats et l'évolution de la situation financière pour l'exercice clos à cette date, ainsi qu'un résumé des principales méthodes comptables et d'autres informations explicatives.

Responsabilité de la direction pour les états financiers

La direction est responsable de la préparation et de la présentation fidèle de ces états financiers conformément aux principes comptables généralement reconnus du Canada, ainsi que du contrôle interne qu'elle considère comme nécessaire pour permettre la préparation d'états financiers exempts d'anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs

Responsabilité de l'auditeur

Notre responsabilité consiste à exprimer une opinion sur les états financiers, sur la base de notre audit. Nous avons effectué notre audit selon les normes d'audit généralement reconnues du Canada. Ces normes requièrent que nous nous conformions aux règles de déontologie et que nous planifions et réalisons l'audit de façon à obtenir l'assurance raisonnable que les états financiers ne comportent pas d'anomalies significatives.

Un audit implique la mise en œuvre de procédures en vue de recueillir des éléments probants concernant les montants et les informations fournis dans les états financiers. Le choix des procédures relève du jugement de l'auditeur, et notamment de son évaluation des risques que les états financiers comportent des anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs. Dans l'évaluation de ces risques, l'auditeur prend en considération le contrôle interne de l'entité portant sur la préparation et la présentation fidèle des états financiers afin de concevoir des procédures d'audit appropriées aux circonstances, et non dans le but d'exprimer une opinion sur l'efficacité du contrôle interne de l'entité. Un audit comporte également l'appréciation du caractère approprié des méthodes comptables retenues et du caractère raisonnable des estimations comptables faites par la direction, de même que l'appréciation de la présentation d'ensemble des états financiers.

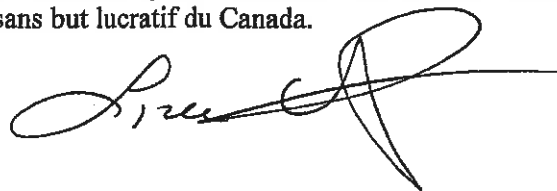
Nous estimons que les éléments probants que nous avons obtenus sont suffisants et appropriés pour fonder notre opinion d'audit.

Fondement de l'opinion avec réserve

La Société historique de la Saskatchewan Inc. tire une part importante de ses produits de revenus d'autofinancement, dont l'exhaustivité ne se prête pas à une vérification dans le cadre de l'audit. Par conséquent, nous n'avons pas été en mesure d'obtenir des éléments probants suffisants et appropriés concernant l'exhaustivité des produits sous forme de revenus d'autofinancement, et nous n'avons pu déterminer si des ajustements auraient été nécessaires.

Opinion avec réserve

À notre avis, à l'exception des incidences éventuelles du problème décrit dans le paragraphe sur le fondement de l'opinion avec réserve, les états financiers donnent, dans tous leurs aspects significatifs, une image fidèle de la situation financière de la Société historique de la Saskatchewan Inc. au 31 mars, 2013, ainsi que de sa performance financière et de ses flux de trésorerie pour l'exercice clos à cette date, conformément aux Normes comptables pour les organismes sans but lucratif du Canada.



SASKATOON (SASKATCHEWAN)
LE 13 JUIN 2013

COMPTABLES GÉNÉRAUX ACCRÉDITÉS

Lizée Gauthier CGA


LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.


BILAN

AU 31 MARS 2013
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
<u>ACTIF</u>		
ACTIF À COURT TERME		
Encaisse	23 066 \$	60 610 \$
Investissements (Note 3)	30 330	30 179
TPS à recevoir	1 627	3 436
Comptes à recevoir	4 021	9 140
Subventions à recevoir	10 150	8 500
Intérêts courus	267	254
Inventaire	<u>42 019</u>	<u>42 469</u>
	<u>111 480 \$</u>	<u>154 588 \$</u>
<u>PASSIF ET AVOIR DES MEMBRES</u>		
PASSIF À COURT TERME		
Comptes à payer	2 651 \$	2 694 \$
Revenus reportés (Note 4)	<u>33 911</u>	<u>74 993</u>
	<u>36 562</u>	<u>77 687</u>
AVOIR DES MEMBRES		
Fonds affectés (Note 5)	45 743	45 600
Fonds non-affectés	<u>29 175</u>	<u>31 301</u>
	<u>74 918</u>	<u>76 901</u>
	<u>111 480 \$</u>	<u>154 588 \$</u>

Au nom du conseil d'administration :

 , administrateur/trice

 , administrateur/trice

Lizée Gauthier CGA

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.**AVOIR DES MEMBRES****EXERCICE TERMINÉ LE 31 MARS 2013
(comparaison avec 2012)**

	<u>2013</u>	<u>2012</u>
SURPLUS ACCUMULÉ		
Solde au début de l'exercice	76 901 \$	74 974 \$
Surplus (déficit) de l'exercice	<u>(1 983)</u>	<u>1 927</u>
Solde à la fin de l'exercice	<u>74 918 \$</u>	<u>76 901 \$</u>

Lizée Gauthier CGA

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ÉTAT DES RÉSULTATS

EXERCICE TERMINÉ LE 31 MARS 2013
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
RECETTES		
Subventions		
CCF	4 500 \$	4 000 \$
DAF	-	5 110
Jeunesse Canada au travail	6 271	9 957
Ministère de l'éducation	68 000	68 000
Patrimoine canadien	40 000	40 000
Patrimoine canadien – journées du patrimoine	55 000	45 000
SAIC	7 000	7 500
Saskatchewan Arts Board	5 507	44 920
SaskLotteries – MIF	-	7 000
Subventions diverses	-	5 000
	<u>186 278</u>	<u>236 487</u>
Autofinancement		
Abonnements	1 526	1 991
Commandites	5 000	12 000
Cotisations	1 449	1 584
Dons	200	428
Inscriptions	5 028	2 126
Intérêts	491	476
Livres	652	1 108
Publicités	1 750	7 145
Remboursements	1 000	3 009
	<u>17 096</u>	<u>29 867</u>
	203 374	266 354
Revenus reportés au début de l'exercice	74 993	58 288
Revenus reportés à la fin de l'exercice	<u>(33 911)</u>	<u>(74 993)</u>
	<u>244 456</u>	<u>249 649</u>
DÉBOURS (à la page 6)	<u>246 439</u>	<u>247 722</u>
SURPLUS (DÉFICIT)	<u>(1 983)\$</u>	<u>1 927 \$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ÉTAT DES RÉSULTATS

EXERCICE TERMINÉ LE 31 MARS 2013
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
DÉBOURS		
Assurance	974 \$	1 096 \$
Cachets	12 350	22 147
Costumes	1 261	502
Cotisations	878	1 530
Déplacement	31 315	28 196
Divers	24	118
Frais bancaires	55	60
Frais comptables et judiciaires	2 135	2 077
Frais d'impressions	15 422	19 343
Frais de production et droits d'auteur	-	214
Honoraires	51 143	25 171
Livres et disques	608	637
Location d'équipement	493	721
Loyer bureau	2 844	2 844
Loyer entrepôt	959	-
Loyer de salles	2 870	3 906
Matériel de bureau	520	2 168
Matériel informatiques	-	1 039
Publicité et promotion	8 019	6 745
Salaires et avantages sociaux	101 351	116 969
Secrétariat	4 191	2 966
Téléphone/photocopieuse/timbre	8 227	8 824
Traductions/Corrections	800	449
	<u>246 439 \$</u>	<u>247 722 \$</u>

Lizée Gauthier CGA

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ÉTAT DE L'ÉVOLUTION DE LA SITUATION FINANCIÈRE

EXERCICE TERMINÉ LE 31 MARS 2013
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
LIQUIDITES PROVENANT DE (AFFECTÉES AUX) :		
ACTIVITÉS D'EXPLOITATION		
Surplus (déficit) de l'exercice	(1 983)\$	1 927 \$
Variations des soldes de fond de roulement hors caisse :		
TPS à recevoir	1 809	(1 527)
Comptes à recevoir	5 119	(7 788)
Subventions à recevoir	(1 650)	(128)
Intérêts courus	(13)	(95)
Inventaire	450	587
Frais payés d'avance	-	50
Comptes à payer	(43)	(3 517)
Revenus reportés	<u>(41 082)</u>	<u>16 705</u>
AUGMENTATION (DIMINUTION) DES LIQUIDITÉS NETTES	(37 393)	6 214
LIQUIDITÉS NETTE AU DÉBUT DE L'EXERCICE	<u>90 789</u>	<u>84 575</u>
LIQUIDITÉS NETTE À LA FIN DE L'EXERCICE	<u>53 396 \$</u>	<u>90 789 \$</u>
 LIQUIDITÉS SONT REPRÉSENTÉES PAR :		
Encaisse	23 066 \$	60 610 \$
Investissements	<u>30 330</u>	<u>30 179</u>
	<u>53 396 \$</u>	<u>90 789 \$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

NOTES AFFÉRENTES AUX ÉTATS FINANCIERS

LE 31 MARS 2013

La Société historique de la Saskatchewan Inc. est un organisme à but non-lucratif dont le mandat est d'étudier l'histoire des Francophones de la Saskatchewan.

1. RÉSUMÉ DES PRINCIPALES MÉTHODES COMPTABLES

Mode de présentation

L'organisme établit ses états financiers selon les Normes comptables pour les organismes sans but lucratif du Canada.

Instruments financiers

La Société classe ses instruments financiers dans l'une des catégories suivantes : actifs et passifs détenus à des fins de transactions, actifs disponibles à la vente, prêts et créances, actifs détenus jusqu'à leur échéance et autres passifs financiers. Tous les instruments financiers sont mesurés à leur juste valeur au moment de leur constatation initiale. Les coûts des transactions sont inclus dans la valeur comptable initiale des instruments financiers, sauf dans le cas des éléments détenus à des fins de transaction, qui sont passés en charges au moment où ils sont engagés. Au cours des périodes subséquentes, l'évaluation dépendra du classement de l'instrument financier.

Les actifs financiers « détenus à la fins de transactions » sont par la suite mesurés à leur juste valeur, et les variations de la juste valeur sont constatées dans les revenus.

Les actifs financiers « détenus jusqu'à leur échéance » sont par la suite, au besoin, évalués au coût après amortissement selon la méthode du taux d'intérêt effectif.

Revenus et dépenses

Les revenus et dépenses sont enregistrés selon la méthode de comptabilité d'exercice.

2. STATUTS CONSTITUTIFS

La Société historique de la Saskatchewan Inc. est constituée depuis janvier 1978 en vertu du « Non Profit Corporations Act » (organisation à but non lucratif) de la Saskatchewan.

3. INVESTISSEMENTS

Les investissements sont tous des actifs financiers détenus jusqu'à leur échéance, des dépôts à terme dont l'intérêt varie entre 1,15% et 1,80%.

4. REVENUS REPORTÉS

	<u>2013</u>	<u>2012</u>
Animation scolaire	33 911 \$	45 182 \$
Archives	-	26 311
	<u>33 911 \$</u>	<u>71 493 \$</u>

Lizée Gauthier CGA

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

NOTES AFFÉRENTES AUX ÉTATS FINANCIERS

LE 31 MARS 2013

5. SURPLUS ACCUMULÉ

	<u>2012</u>	<u>Surplus/ (Déficit)</u>	<u>2013</u>
Histoire des Franco-canadiens	9 375 \$	- \$	9 375 \$
Histoire de l'éducation française	1 259	-	1 259
Raymond Denis	<u>34 966</u>	<u>143</u>	<u>35 109</u>
	45 600	143	45 743
 Fonds non-affectés	 <u>31 301</u>	 <u>(2 126)</u>	 <u>29 175</u>
	<u>76 901 \$</u>	<u>(1 983)\$</u>	<u>74 918 \$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ANNEXE 1 – ADMINISTRATIONEXERCICE TERMINÉ LE 31 MARS 2013
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
RECETTES		
Subventions		
Patrimoine canadien	40 000 \$	40 000 \$
Jeunesse Canada au Travail	3 180	4 138
Ministère de l'éducation	<u>10 000</u>	<u>-</u>
	<u>53 180</u>	<u>44 138</u>
Autofinancement		
Cotisations	1 449	1 584
Dons	200	428
Intérêts	324	302
Livres	393	974
Remboursements	<u>-</u>	<u>10</u>
	<u>2 366</u>	<u>3 298</u>
	<u>55 546</u>	<u>47 436</u>
DÉBOURS		
Assurance	974	110
Cotisations	878	1 530
Déplacement	2 566	736
Divers	10	31
Frais bancaires	25	60
Frais comptables et judiciaires	2 100	2 077
Honoraires	250	-
Livres et disques	513	637
Loyer bureau	1 896	948
Loyer entrepôt	959	-
Loyer de salles	205	-
Matériel de bureau	401	480
Publicité et promotion	6 540	500
Salaires et avantages sociaux	35 029	41 766
Secrétariat	2 795	2 966
Téléphone/photocopieuse/timbres	<u>4 681</u>	<u>6 005</u>
	<u>59 822</u>	<u>57 846</u>
SURPLUS (DÉFICIT)	<u>(4 276)\$</u>	<u>(10 410)\$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ANNEXE 2 – ANIMATION SCOLAIRE**EXERCICE TERMINÉ LE 31 MARS 2013**
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
RECETTES		
Subventions		
Ministère de l'éducation	25 953 \$	53 300 \$
Revenus reportés au début de l'exercice	48 682	28 513
Revenus reportés à la fin de l'exercice	<u>(33 911)</u>	<u>(48 682)</u>
	<u>40 724</u>	<u>33 131</u>
DÉBOURS		
Costumes	65	-
Déplacement	4 274	5 976
Divers	-	60
Frais comptables et judiciaires	35	-
Frais de production et droits d'auteur	-	132
Frais d'impressions	732	763
Loyer bureau	948	948
Matériel de bureau	-	84
Salaires et avantages sociaux	31 294	24 750
Secrétariat	1 396	-
Téléphone/photocopieuse/timbres	1 980	249
Traductions/Corrections	<u>-</u>	<u>169</u>
	<u>40 724</u>	<u>33 131</u>
SURPLUS	<u>- \$</u>	<u>- \$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ANNEXE 3 – ARCHIVES**EXERCICE TERMINÉ LE 31 MARS 2013**
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
RECETTES		
Subventions		
DAF	<u>- \$</u>	<u>5 110 \$</u>
Autofinancement		
Remboursements	<u>1 000</u>	<u>3 000</u>
	1 000	8 110
Revenus reportés au début de l'exercice	26 311	29 775
Revenus reportés à la fin de l'exercice	<u>-</u>	<u>(26 311)</u>
	<u>27 311</u>	<u>11 574</u>
DÉBOURS		
Déplacement	8 613	2 488
Frais bancaires	5	-
Honoraires	16 133	5 566
Salaires et avantages sociaux	<u>2 560</u>	<u>3 520</u>
	<u>27 311</u>	<u>11 574</u>
SURPLUS	<u>- \$</u>	<u>- \$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ANNEXE 4 – LES JOURNÉES DU PATRIMOINE

EXERCICE TERMINÉ LE 31 MARS 2013
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
RECETTES		
Subventions		
CCF	2 500 \$	2 000 \$
Jeunesse Canada au travail	3 091	5 819
Ministère de l'éducation	8 000	8 200
Patrimoine canadien – journées du patrimoine	45 000	45 000
SAIC	7 000	7 500
Saskatchewan Arts Board	5 507	44 920
Sask Lotteries MIF	-	7 000
Subventions diverses	-	5 000
	<u>71 098</u>	<u>125 439</u>
Autofinancement		
Commandites	-	12 000
Inscriptions	5 028	2 126
Publicité	400	2 400
	<u>5 428</u>	<u>16 526</u>
	<u>76 526</u>	<u>141 965</u>
 DÉBOURS		
Assurance	-	986
Cachets	11 200	22 147
Costumes	1 197	502
Déplacement	15 768	18 995
Frais d'impression	217	6 877
Honoraires	28 804	19 236
Livres et disques	95	-
Location d'équipement	494	721
Loyer bureau	-	948
Loyer de salles	2 665	3 906
Matériel de bureau	119	1 604
Matériel informatique	-	1 039
Publicité et promotion	565	6 245
Salaires et avantages sociaux	10 587	46 935
Téléphone/photocopieuse/timbres	3	253
	<u>71 714</u>	<u>130 394</u>
 SURPLUS	<u>4 812 \$</u>	<u>11 571 \$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ANNEXE 5 - REVUE HISTORIQUE

EXERCICE TERMINÉ LE 31 MARS 2013
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
RECETTES		
Subventions		
CCF	2 000 \$	2 000 \$
Ministère de l'éducation	<u>7 547</u>	<u>6 500</u>
	<u>9 547</u>	<u>8 500</u>
Autofinancement		
Abonnements	1 526	1 991
Livres	258	134
Publicité et promotion	<u>6 350</u>	<u>4 745</u>
	<u>8 134</u>	<u>6 870</u>
	<u>17 681</u>	<u>15 370</u>
DÉBOURS		
Divers	13	28
Frais d'impressions	14 473	11 703
Frais de production et droits d'auteur	-	82
Honoraires	2 580	369
Publicité et promotion	915	-
Téléphone/photocopieuse/timbres	1 563	2 316
Traductions/Corrections	<u>800</u>	<u>280</u>
	<u>20 344</u>	<u>14 778</u>
SURPLUS (DÉFICIT)	<u>(2 663)\$</u>	<u>592 \$</u>

LA SOCIÉTÉ HISTORIQUE DE LA SASKATCHEWAN INC.

ANNEXE 6 –THÉÂTRE HISTORIQUE**EXERCICE TERMINÉ LE 31 MARS 2013**
(comparaison avec 2012)

	<u>2013</u>	<u>2012</u>
RECETTES		
Subventions		
Ministère de l'éducation	16 500 \$	- \$
Patrimoine canadien – journée du patrimoine	<u>10 000</u>	<u>-</u>
	<u>26 500</u>	<u>-</u>
DÉBOURS		
Cachets	1 150	-
Déplacement	94	-
Honoraires	3 375	-
Salaires et avantages sociaux	<u>21 881</u>	<u>-</u>
	<u>26 500</u>	<u>-</u>
SURPLUS	<u>- \$</u>	<u>- \$</u>

SPECIAL EVENT GRANT

2014 Application

Instructions:

- Complete all sections of this form in the space provided; type-written applications are preferred.
- Keep one copy of this completed application form and attachments for your records.
- Number all attachments.

GENERAL INFORMATION:

1. Organization Name: Regina Food Bank
Mailing Address: 445 Winnipeg Street, Regina SK S4R 8P2
2. Contact Person: Steve Compton
Mailing Address: 445 Winnipeg Street, Regina SK S4R 8P2
Telephone No: 306-791-6533 ext. 225
E-mail: stevec@reginafoodbank.ca
3. Alternate Contact: Todd Sandin
Mailing Address: 445 Winnipeg Street, Regina SK S4R 8P2
Telephone No: 306-791-6533 ext. 228
E-mail: toddds@reginafoodbank.ca
4. Name of Event: 28th Annual Regina Food Drive / Great Canadian Food Fight
5. Amount of Request: \$ 24450
6. Event Date(s): October 17th & 18th, 2014

ORGANIZATION:

7. ☒ Attach a copy of your organization's current Profile Report from the Corporate Registry of Information Services Corporation (ISC), labeled as Attachment #1. The Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.

8. What is your organization's mandate?

The vision of the Regina Food Bank is to create a community where no one goes hungry. Our mission is to feed hungry people and work to solve hunger issues in our community. The Regina Food Bank focuses on six strategic priorities and actions: acquiring and distributing food; providing learning opportunities; fostering and enhancing community partnerships; ensuring organizational sustainability; serving as a united or collective voice of the hungry; and, enhancing community awareness of the issues surrounding hunger.

9. What are some of the significant accomplishments and successful programs of your organization over the past 3 years?

- The Regina Food Bank fulfills an average of 10,000 emergency food hamper requests per month, with 45% of recipients being children;
- In 2013 the increase in commercial donations has allowed us to increase the average quantity of food provided in an emergency food hamper from 15lbs of mostly non-perishable items to 30lbs of mixed food products for the average hamper for a family of four people;
- In 2012 we established the provincial reclamation program diverting over 350,000 lbs. of product from commercial distributors to food banks, feeding programs, and community based organizations across Saskatchewan.
- In 2013 we processed over 900,000 lbs. of food and non-food products in our warehouse for redistribution through emergency food hampers, food banks and feeding programs in Saskatchewan, and community partners;
- In 2011, the Village Market Grocery Store was established to provide food bank clients with affordable access to core grocery items at or below retail costs to supplement the food provided in emergency food hampers. In 2014 we expanded the client base to include anyone in Regina interested in shopping here. Non-food bank clients purchase items at the already low shelf price, but food bank clients receive a subsidy that allow them to purchase core grocery items such as milk, eggs, protein and produce at a subsidized rate;
- Offered diabetes screening, prevention and referral programs in partnership with Regina Qu'Appelle Health Region, Safeway Pharmacy, MEDEC, Regina Home Economics for Living Project, and SIAST Dental Students providing services to over 1000 clients on site since 2011. Services include screening, blood sugar testing, eye clinics, stop smoking clinics, dental care, LiveWell with Chronic Conditions and LiveWell with Chronic Pain programs, and Nutrition in the Kitchen;
- ACERT, The Adult Centre for Employment and Readiness Training wins a new provincial award in 2012 (Essential Skills Partnership) given by the Saskatchewan Literacy Network, recognizing community partnership development for workplace literacy programming initiatives with Canada Safeway.
- ACERT expands community educational partnership with SIAST, Regina Trades & Skills Centre, and Parkland College to offer a wide range of training in the cooking and culinary arts industry, resulting in 200 individuals served in various programming activities per year.

10. Does your organization have any unpaid accounts with the City of Regina (i.e. taxes, utilities, tickets, permits, etc.) or outstanding grant follow up reports? If yes, what are they?

No.

PROGRAM MERIT:

11. Provide a complete event description. Include detailed information on what activities are planned, dates/times/locations of activities, and all other relevant information.

The 28th Annual Food Drive engages Regina Residents in the fight against hunger, and will raise an estimated 350 tons of food and cash equivalent over the 48 hour food drive on October 17th and 18th, 2014. With our continued community support, we hope to retain our title as victor of the Great Canadian Food Fight for the sixth year in a row as we raise enough non-perishable food supplies to stock our shelves so that we can continue to meet community need by fulfilling an average of 10,000 requests for emergency food hampers per month.

The 2013 Food Drive raised 325 tons of food and cash equivalent, surpassing the quantity raised in 2012 by over 130 tons. Food Banks Canada assesses a value of \$2.50/lb. of food collected; valuing food gathered in 2013 at \$1,625,000. While we strive to raise more and more each year, and take pride in the community support that allows us to remain Great Canadian Food Fight

Champions, and collect the greatest quantity of food per capita, our only objective is to ensure that no one in Regina goes hungry, and those who need our emergency food hampers receive an adequate selection of healthy, nutritious foods.

Any Regina resident wishing to donate food to the Food Drive can do so, and is encouraged to do so through the media campaign leading up to the October 17th and 18th Food Drive, and the direct mail-out of food donation bags. These pre-event activities act as essential calls to action, both acting as a reminder of the upcoming event, and providing the tools and information required to make donating to the food drive a simple task.

Over 1600 volunteers fulfill essential roles with the collection, weighing, and sorting of community donations. No volunteers are turned away; the Regina Food Bank Volunteer Coordinator ensures that volunteers are matched with the task most suited for one's skills, abilities and interest. Over half of the volunteers are children under the age of sixteen and their families, with the remainder consisting of high school and university students, and groups of volunteers from workplaces, service clubs, teams, and individuals.

Volunteers are assigned positions either at the Regina Food Bank, or based out of one of seven Fire Halls across town. All volunteers are invited to the Food Bank for a BBQ lunch prepared by The Regina Girl Guides.

Event Schedule:

Friday October 17th, 5:00 pm to 9:00 pm: Volunteers receive and sort donations on site at Regina Food Bank

Saturday October 17th, 9:00 am to 3:00 pm: Volunteers across Regina go door to door picking up food donations based on assigned routes, delivering goods collected to neighbourhood Fire Halls.

Saturday October 17th, 9:30 am to 5:00 pm: Volunteers at fire stations collect donations from door to door volunteers, load up Purolator trucks for delivery to the Food Bank, distribute additional maps, and act as liaison with the Regina Food Bank for monitoring neighbourhood completion and volunteer engagement.

Saturday October 17th, 9:30 am to 7:00 pm: Volunteers are scheduled at the Regina Food Bank to receive, sort, and store donations for redistribution.

Saturday October 17th, 11:30 am to 3:00 pm: Thank You / Volunteer Appreciation BBQ Lunch at The Regina Food Bank

Saturday October 17th, 2:00 pm to Saturday October 24th: Access Communications volunteers respond to requests for food pick up at residences which were missed during the food drive.

Monday October 19th to Wednesday November 5th: Additional volunteers are scheduled in the warehouse to process food drive donations.

12. What is the purpose or goal of the event?

The goal of the 28th Annual Food Drive is to engage the community in the fight against hunger, ensuring that no one in our community goes hungry. Over the summer months food and cash donations from the public typically decrease by about 70% while the community need for our

services continue to remain the same.

The October food drive plays an essential role in re-stocking our shelves and allowing us to fulfill an average of 250 requests for emergency food hampers per day. Food raised during the food drive will help carry us through to April 2015. The strong support we receive from the community has allowed us to reign as champion of The Great Canadian Food Fight for five years in a row raising both the largest amount of food (and cash equivalent) and the largest amount per capita during the event.

13. Is this event a one time event or will it be held annually?

This is an annual event.

14. Who is the target audience for this event? What is the age range of the audience and the participants?

Donors: All single family dwellings and multi-unit complexes are targeted, with the exception of those neighbourhoods with significantly lower average household incomes.

Volunteers: While anyone is encouraged to volunteer for the Food Drive, the majority of the over 1600 volunteers are children and youth under the age of 25. The volunteers who go door to door to collect food donations tend to be families with children under the age of 12, through Girl Guides, Scouts, sports teams, church groups, and workplace volunteer teams. 95% of volunteers who help at the Food Bank are between the ages of 12 and 25, and Fire Hall Volunteers are primarily adults over 25. Volunteers are recruited through local highschools, Regina Girl Guides and Scouts, service clubs, youth groups, churches, and workplaces.

Estimated Volunteers 2014

Total Volunteers: 1500 - 1700 volunteers, 7200 volunteer hours

Door to door volunteers: 800-1200 volunteers, 4200 volunteer hours

Fire Hall volunteers: 100-120 volunteers, 600 volunteer hours

Food Bank Warehouse Volunteers: 250 volunteers, 1100 volunteer hours

Food Bank BBQ Volunteers*: 15 volunteers, 60 volunteer hours

Registration & Sign In Volunteers*: 2-4 volunteers, 30 volunteer hours

Grounds & Setup Volunteers*: 20 volunteers, 110 volunteer hours

Purolator Volunteer Truck Drivers*: 8 volunteers, 40 volunteer hours

Missed Donations Calls & Pick Up Volunteers*: 20 volunteers, 60 volunteer hours

Post Food Drive Additional Warehouse Volunteers: 200-300 volunteers, 1000 volunteer hours

Note: Tasks listed above with an asterisk(*) are filled through long standing relationships with Regina Girl Guides, Purolator Courier, Access Communications, JDC West, and other long-term volunteers.

Regina Food Bank Clients: The Regina Food Bank fulfills an average of 10,000 requests for emergency food hampers each month, with 45% of those served under the age of sixteen.

COMMUNITY NEED

15. Why is this event important for the community?

Despite our booming economy, Food Bank usage in Saskatchewan and across Canada has increased by 40% since 2008. The Regina Food Bank fulfills 10,000 requests for emergency food hampers per month, with 45% of those served being children under the age of sixteen. There is no single, typical food bank client; we help families with children, employed people whose wages are not sufficient to cover basic living essentials, individuals on social assistance, and citizens living on a fixed income, including people with disabilities and seniors. It is well known that some population groups face a higher risk of living in poverty – for example, older single people, single-parent families, and individuals receiving social assistance, people with disabilities, new immigrants, and Aboriginal people, all of whom are over-represented at food banks. Our rapid economic growth has resulted in an abundance of low-paying jobs, rental unit shortages, and a higher cost of living, with more and more people relying on services such as those provided by the Regina Food Bank.

Donations from the general public decrease by about 70% over the summer months, although the need for emergency food hampers remain strong. The food drive will allow us to stock our shelves and provide us with sufficient resources to last until April.

As one of Regina's largest volunteer events, The 28th Annual Food Drive will engage over 1600 volunteers and approximately 7000 volunteer hours in the fight against hunger. The majority of our volunteers are children under twelve and their families, and youth between the ages of twelve and twenty five. In addition to the direct benefit to the Regina Food Bank and our community's most food insecure individuals and families, it is shown that people who were involved in community activities in their childhood or adolescence have a greater tendency to become adults who are involved in more kinds of civic activities like formal and informal volunteering, political organizations, service clubs, and community associations.

The estimated 350 tons of food that will be collected during the food drive goes a long way to restock our shelves, compensating for the 70% decrease in donations that occurs over the summer months and will supplement emergency food hampers until April 2015.

16. What other organizations are involved in the event as partners? Provide a list here and attach letters of support, labeled as Attachment #2.

28th Annual Food Drive – Community Partners

Arcas Advertising
Access Communications*
Advantage Inflatables
Avanti*
Big Dog 92.7
CBC
City of Regina – Fire Stations
CKRM
Compass Magazine
Conquest Boys Club
Conroy Ross
CTV
Farm Credit Canada*

Geiger's
 Global Regina
 Industrial Scale
 JDC West*
 Leader Post
 Loraas Disposal*
 Monsigneur de Laval
 Mosaic *
 My 92.1
 Newstalk CJME
 92.3 FM CJTR
 94.9 JACK FM
 pink Magazine
 Purolator Courier
 Ranch Ehrlo
 Real Radio
 Regina Catholic Schools*
 Regina Pats
 Regina Public Schools*
 Regina Trades & Skills Centre
 Safeway*
 Saskatchewan CGIT
 SaskPower
 SaskEnergy
 Scouts Canada – Regina Council²
 Sherwood Co-Op*
 smedia
 Sobeys
 Solvera
 Southern Horizon Area (Regina) Girl Guides*
 Trailer Wizards
 Vibank Regional High School
 Virtus Group
 The Wolf 104.9
 Z99

Please note:

Any listing with an (*) has confirmed involvement for 2014. Volunteer groups and workplace volunteers will be approached beginning May 15th, 2014.

Please note that this list of community partners is not exhaustive. There is additional and donor support from other workplaces, service clubs, and religious groups who register to volunteer and do not indicate that they are volunteering with a group or organization.

This list is based on 2013 involvement, and while we expect that many of the community partners will remain the same, the final list of event partners may fluctuate.

COMMUNITY IMPACT

17. What is the direct community impact of this event?

The 28th Annual Food Drive allows us to acquire adequate provisions to fulfill an average of 10,000 monthly requests for emergency food hampers for Regina's most food insecure residents. Food collected during the food drive will last until April 2015. We estimate that we will collect 350 tons of food and cash equivalent, valued at \$1,750,000, during the 2014 food drive, and engage over 1600 volunteers to do so.

Snapshot of Client Demographics:

Income Levels:

Full Time Basic Wage 4.74%
Employment Insurance 3.27%
No Income source 6.53%
Part-Time Basic Wage 3.20%
Senior (Pension Benefits) 4.27%
Social Assistance 63.51%
Post-Secondary Student 2.07%
Workers Compensation 0.50%
Other Sources 4.40%
No reporting 7.51%

Family Dynamic:

>2 parents 11.10%
Adult Only 11.40%
Female Parent 18.10%
Male Parent 2.70%
Nuclear Family 15.40%
Single Female 17.90%
Single Male 23.40%

Direct Outputs / Outcomes:

- increase in community partnerships
- increase in donations
- increase in capacity to serve clients
- ability to maintain or increase our volunteer base
- ability to satisfy donors (in terms of community food pick-ups)

18. How will you measure success of the event?

Success will be measured by:

- quantity of food raised meets or exceeds goal of 350 tons;
- Regina retains title as champion of The Great Canadian Food Fight;
- quantity of food raised per capita meets or exceeds 2.25 lbs / person;
- 100% of individuals requesting to volunteer with the food drive volunteer;
- 100% of donations are picked up at homes, dropped off at Fire Stations, or picked up by Access

Communications;

- volunteer and donor feedback is collected and utilized in planning for the 2015 29th Annual Food Drive;

- volunteer recruitment does not increase in difficulty; there are no major fluctuation to the number of volunteers or volunteer hours from 2013 to 2014;

- 75% of groups of volunteers (school, team, workplace, service club, etc.) who participated in 2013 volunteered again in 2014.

19. What is the anticipated attendance of the event?

We expect that we will have over 1600 people involved as volunteers in the 28th Annual Food Drive. We are unable to predict the number of people who get involved by donating food items that are picked up by our volunteers.

20. Provide your best estimate of the economic impact of the event (e.g. ticket revenue, number of people employed)?

Volunteer hours: 6600 hours based on last year @ \$10.20 / hour = \$67,300

Food: 350 tons of food and cash equivalent collected, valued at \$1,750,000, providing essential non-perishable food products that will be included in emergency food hampers until April 2015.

ACCESSIBILITY

21. Is this event open to the public? ☒ Yes ☐ No

22. Accessibility is defined as the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Describe how this program is accessible to the public and who can participate.

As one of Regina's largest volunteer events, the 28th Annual Food Drive will turn away no interested volunteer, regardless of their abilities or socio-economic background. While we prefer that volunteers pre-register, so that our Volunteer Coordinator can match each volunteer with the task that is best suited to their interests, skills and abilities, we also accept drop-in volunteers at the Regina Food Bank and all Fire Stations.

How the 28th Annual Food Drive removes barriers:

- The Food Drive occurs outside of office hours: Friday October 17th 5:00 pm – 9:00 pm and Saturday October 18th, 9:00 am – 7:00 pm.
- The Food Drive is a key opportunity for children under 12 to volunteer with the Regina Food Bank. We receive many requests throughout the year from individuals, groups, and families wishing to bring younger volunteers to the Food Bank to volunteer, but for safety do not have them volunteer in the warehouse and have limited opportunities outside of the Food Drive to engage these groups. The majority of the 1000+ volunteers who go door to door to collect food fall into this age category. Children and youth aged 12 and over often look to the Regina Food Bank to volunteer. As we operate only Monday to Friday, from 8:00 am to 5:00 pm, it is often difficult to schedule around school and extracurricular activities to volunteer, especially for those under 16 who must be accompanied by an adult. With the opportunity to volunteer over 10 hours in one weekend, and to do so alongside your friends; it is an attractive option for many high school students who are required to provide service for school credit.
- Volunteers are required across Regina: In addition to volunteering at the Regina Food Bank, volunteers are required throughout the city, convening at the seven community based Fire Stations: William White Station (Centre Square Community), William Moffat Station (North East Community), Tom Yarrnton Station (Albert Part Community), Percy Wilson (McNab Community), Harold T. Button Station (Arcola East Community), Omar Dixon Station (Walsh Acres / Lakeridge / Garden Ridge Community), Louis Yanko Station (Al Ritchie / Core Communities). All locations,

including the Regina Food Bank are accessible by bus. If volunteers do not have their own vehicles, they can volunteer on site at one of these eight locations.

- Many tasks can be explained and demonstrated visually, making them ideal for individuals who may not have a strong command of the English language, lower literacy skills, or other specific adaptive needs, which ensures that anyone who wishes to volunteer can be matched with a meaningful, impactful position that suits their abilities.
- Individuals who have English as an additional language, or those who have a limited understanding of the English language are often involved – sorting and packaging food can be explained visually, and often immigrant and refugee volunteers come with friends or family who can assist in explaining what the specific tasks will entail. These tasks also allow for volunteers to practice their English skills while working alongside other volunteers.
- Volunteers with limited mobility, who need a quieter environment, and those with other needs best suited for the position, are engaged in the repackaging of bulk food donations, such as rice, oats, and pasta into family size packages which are essential to emergency food hamper provisions.
- While we prefer volunteer shifts to be a minimum two hours, we can accommodate what time volunteers have to give. In 2013 we estimate that the average volunteer shift was 4 hours 9 minutes.

23. Please list and explain all the components of the special event and specify which are free and which have an admission fee. List all applicable fees.

All activities associated with the 28th Annual Food Drive are free. The Regina Food Bank recruits volunteers prior to the event, and volunteers can help in the community or on site at the Regina Food Bank.

FINANCIAL NEED

24. ☒ Attach a copy of the event budget to this application, labeled as Attachment #3. Ensure the event budget includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
25. ☒ Attach your organization's most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors. Label financial statements as Attachment #5.
26. Explain why funding from the City of Regina is needed?

The 28th Annual Regina Food Drive is an ongoing city-wide event that engages a wide range of stakeholders in the fight against hunger and ensures that our most vulnerable residents have access to emergency food services when required. The City of Regina, a long time supporter of the Regina Food Bank, currently provides the Food Drive with community based food drop off and collection sites at the seven neighbourhood Fire Stations across town.

While we have a wide variety of stakeholders engaged in the fight against hunger, financial support from the City of Regina will ensure that we are able to engage both donors and volunteers across Regina. In addition to the in-kind support from community partners, and cash donations which allow us to purchase specific most-needed food items to provide in our emergency food hampers, we incur significant expenses associated with event communications, food donation bags, and volunteer recognition. Pre-event communications and media, identifiable food donation bags delivered door to door, and volunteer t-shirts that help identify volunteers as associated with the food drive all contribute to the well established high quality reputation of the annual Food Drive. Financial support from the City of Regina will ensure that we are able to provide these

resources to our community, and in turn helps to facilitate the high level of donor and volunteer engagement that we rely upon to make the event a success.

27. If this request for funding is approved, how will the City of Regina funds be spent? List specific expenditures.

1000 Volunteer T-Shirts \$5,000

Food Collection Bags \$8,700

Delivery of Food Collection Bags \$4,000

Volunteer Lunch / Refreshments \$1,000

Freight for Bags to Regina \$1,000

Leader Post Volunteer Thank You Ad. Honorarium \$1,500

Advertising Community Sign Rentals Honorariums \$500

Advertising - Radio Ads & TV Production Honorarium \$2,750

28. How will the City of Regina be recognized as a contributor to the event?

- all print, radio and tv media;
- social media (facebook, twitter) accounts associated with the Regina Food Bank;
- Regina Food Bank website;
- recognized on volunteer t-shirts and food donation bags; and
- invited to speak at event launch;
- any signage / banners that will be displayed at fire stations / Regina Food Bank;

Attachments (number all attachments to correspond with this list):

- ☒ #1 – Current Profile Report from the Corporate Registry of Information Services Corporation (ISC); the Profile Report must be printed from the ISC website not more than 30 days prior to submission of your grant application.
 - ☒ #2 – Letters of support (optional).
 - ☒ #3 – Event budget which includes a list of estimated expenditures, revenues, other confirmed funding sources, sponsorships and in-kind donations.
 - ☒ #4 – Letters confirming financial sponsorships and in-kind contributions from other levels of government, corporations and sponsors.
 - ☒ #5 – Most recent audited annual financial statements of the organization as presented at the last Annual General Meeting – including an income statement (showing revenues & expenses) and a balance sheet (showing assets, liabilities, and equity). If the financial statements are not audited then the unaudited financial statements must be signed and certified correct by two members of the Board of Directors.
-

APPLICATION AGREEMENT

Use of Money

The Organization hereby agrees to use any money or services provided to the Organization only in the manner set out in this application. The City reserves the right to demand, at any time, the return of any monies if the Organization uses the money in a manner that, in the opinion of the City, is inconsistent with the objectives of the Community Investment Grants Program or with the description of the intended use of the funds as set out in this application or should it be discovered that the undersigned made a material misrepresentation in the application.


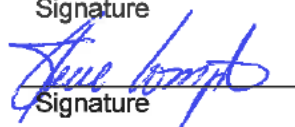
Freedom of Information and Protection of Privacy

The City of Regina is committed to protecting the privacy and confidentiality of personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected in this application will be used to administer the Community Investment Grants Program. De-identified, aggregate information will be used by City of Regina for program planning and evaluation. This application will be distributed to the adjudicators of the Community Investment Grants Program.

Representations

In making this application, we the undersigned Board Members/Executive Director hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application and the related attached supporting documents are truthful and accurate, that we have read and agree to comply with the Grant Guidelines and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent. We further represent that the above-named organization is registered as a non-profit corporation pursuant to the laws of Saskatchewan and agree that the organization shall remain so registered for the duration of the term of the grant.

Two signatures are required:

<u>BALVINDER GILL</u>	<u></u>	<u>BOARD MEMBER</u>	<u>April 7th 2014</u>
Board Member Name (print)	Signature	Position	Date
<u>JUELIE COMPTON</u>	<u></u>	<u>CEO</u>	<u>APRIL 7TH, 2014</u>
Board Member or Executive Director Name (print)	Signature	Position	Date

VACATION PAY ADJUSTMENT

<u>Account Name</u>	<u>Account No</u>	<u>Dr</u>	<u>Cr</u>
Food Bank Adjustment			
Due from CSV - Payroll	1829	3,035.03	
Vacation Payable	2406		3,035.03
To adjust vacation payable to balance in Ceridian accounts			

CSV Adjustment			
Vacation Payable	1204	3,035.03	
Due to Food Bank - Payroll	1201-2		3,035.03
To adjust vacation payable to balance in Ceridian accounts			

	<u>Food Bank</u>	<u>CSV</u>	<u>Total</u>
31-Mar-14			
Per Ceridian - #1			8,947.13
- #2			22,982.99
	27,153.20	4,776.92	31,930.12
Per Quickbooks GL	24,118.17	7,811.95	31,930.12
Adjustment required	-3,035.03	3,035.03	0.00

31-Mar-13			
Per Ceridian - #1			7,542.09
- #2			25,283.50
			32,825.59
Per Quickbooks GL	29,583.54	3,242.05	32,825.59



March 31, 2014

Attention: City of Regina Special Event Grant Adjudication Committee

**Michael A. Riffel
Catholic High
School**

5757 Rochdale Boulevard
Regina, SK S4X 3P5
Tel: (306) 791-7260
Fax: (306) 543-0068

Mr. David Ripplinger
Principal
B.A., B.Ed.
d.rippinger@rcsd.ca

Ms. Kelley Ehman
Vice Principal
B.S.P.E., B.Ed., M.Ed.
k.ehman@rcsd.ca

Please accept my letter of support for The Regina Food Bank's application for funding to support the 28th Annual Food Drive which will be occurring in October 2014. The Regina Food Bank's Food Drive is one of five major charity drives that we hold each year, and perhaps one of our largest contributions. The Food Drive engages our students in the fight against hunger, and has empowered them to take a leadership role within their community and across Canada. Through FCC's National Drive Away Hunger Campaign, one component of the Food Drive, Michael A. Riffel Catholic High School has raised over 40,000 lbs. of food since 2011 and has collected more food in each year since, than any other school in Canada.

The relationship we have with the Regina Food Bank has encouraged us to take ownership and define just how we want to contribute to the fight against hunger, and our students do so each year with enthusiasm. In addition to holding classroom and school-wide donation challenges, in 2013 our Football Captain issued a call to action to ensure that more food was collected than last year. The challenge was accepted, and the target of 15,000 lbs. of food raised was surpassed by 1,600 lbs. and the football team held a public head-shaving event to mark the occasion.

In addition to school-based events, we provide between 40 and 60 volunteers each year to work at the Food Bank to sort the donations as they arrive from the fire halls. What is nice about volunteering with the Food Drive is that students can volunteer together, and see the direct impact of their hard work, unlike some of the other common volunteer opportunities that are available for high school students.

Our students continue to rise to the challenge and find new, creative ways to fight hunger and feed hope, but rely on wide-spread community awareness to do so. Our students raise approximately 12% of the food raised during the Food Drive. The other 88% relies upon community awareness which can be raised through financial support from the City of Regina. Promotion through paid media, the purchase and distribution of food donation bags, and T-Shirts to provide recognition to the volunteers going door to door to pick up donations will all contribute to the success of the event and ensuring that no one in Regina goes hungry.

We enjoy working with the Regina Food Bank year round, but look forward to the 28th Annual Food Drive and the results that can be attained thanks to your financial support.

Sincerely,

Pat Roth
Chaplain
Michael A. Riffel Catholic High School



Regina Catholic Schools
www.rcsd.ca



Girl Guides of Canada Guides du Canada

Southern Horizons Council

1530 Broadway Ave
Regina, Sask. S4P 1E2
Telephone: 306-352-8057
Toll free: 1-888-881-3665
Fax: 306-595-8065
southernhorizons@sasktel.net

March 28, 2014

City of Regina
To whom it may concern,

An essential component of Girl Guides of Canada's **mission** is to "make a difference in the world". One of the ways we do this is through service projects that make a difference both locally and globally. By participating in the October Regina Food Bank Drive, Girl Guides have been developing a commitment to our community for the past 27 years. It really is Kids helping Kids.

As Girl Guide Leaders, we explain to our members that the Food Bank is a temporary solution for people who are doing all they can to become self-supporting. By helping the Food Bank the girls are helping people meet their basic need.

Girl Guides of Canada members in Regina pick up food donations from Regina homes on assigned routes by knocking on doors and asking for donations or picking up bags of food left on front steps. The families then drop off all the food at the local Fire Hall and further see how the community gets involved in this service project. The Regina Food Bank Drive is the largest city-wide service project the Girl Guides in Regina participate in.

Please give this grant application submitted by the Regina Food Bank your consideration for funding. Thank you for taking the time to read my letter of support.

Sincerely,

Brenda Gartner
Executive Administrator
Girl Guides of Canada – Southern Horizons Area

BUDGET ITEMS	Budget	Requested City Contribution	In Kind
Income			
Donations & Fundraising			
Sherwood Federated Co-Op	\$25,000.00		
Mosaic	\$50,000.00		
Avanti	\$5,000.00		
City of Regina Request	\$24,550.00	\$24,550.00	
Regina Food Bank	\$15,612.00		
In Kind			
Advantage Inflatables - unconfirmed	\$1,200.00		\$1,200.00
SaskEnergy - BBQ booked but unconfirmed	\$600.00		\$600.00
Loraas Disposal - unconfirmed	\$500.00		\$500.00
Safeway - unconfirmed	\$1,400.00		\$1,400.00
Volunteers: 1600 people with 6600 hours @ \$10.20 / hr	\$67,300.00		\$67,300.00
Total Income	\$191,162.00	\$24,550.00	\$71,000.00
Expenditures			
Project materials			
1000 Volunteer T-Shirts	\$5,000.00	\$5,000.00	
Volunteer Sign In Materials	\$100.00		
Safety & Logistics Materials	\$350.00		
Food Collection Bags	\$8,500.00	\$8,700.00	
Delivery of Food Collection Bags	\$3,750.00	\$4,000.00	
Volunteer Lunch / Refreshments	\$2,400.00	\$1,000.00	\$1,400.00
Project staff salaries:			
100 hours – Volunteer Coordinator \$15.00 / hr + MERC	\$1,725.00		
20 hours – Marketing Coordinator \$15.00 / hr + MERC	\$345.00		
20 hours – Logistics Coordinator \$15.00 / hr + MERC	\$345.00		
25 hours – Warehouse Supervisor \$15.00 / hr + MERC	\$432.00		
Volunteers: 1600 people with 6600 hours @ \$10.20 / hr	\$67,300.00		\$67,300.00
Equipment rental			
Toilet, Garbage Bins & Recycle Bins	\$850.00		\$500.00
Volunteer Tent	\$600.00		\$600.00
Lunch Tent	\$600.00		\$600.00
Tent Heaters	\$150.00		
BBQ & Cook	\$600.00		\$600.00
Scale Rental	\$400.00		
Forklift Rental	\$780.00		
Pro AV (for Launch)	\$250.00		
Other direct project related expenditures			
Security	\$1,200.00		
Freight for Bags to Regina	\$1,000.00	\$1,000.00	
4x4 boxes to hold donations	\$8,000.00		
Lot Preparation	\$1,200.00		
Leader Post Volunteer Thank You Ad. Honorarium	\$1,500.00	\$1,500.00	
Advertising Community Sign Rentals Honorariums	\$500.00	\$500.00	
Advertising - Radio Ads & TV Production Honorarium	\$2,750.00	\$2,750.00	
Mileage for Sign Delivery	\$60.00		
Reserve fund for accidental door step pickup	\$75.00		
Volunteer Recruitment Posters	\$100.00		
Postage	\$300.00		
Allocations of Donations for Food Purchase			
(Co-Op, Mosaic & Avanti Donations)	\$80,000.00		
Total project expenditures	\$191,162.00	\$24,450.00	\$71,000.00
Surplus (Deficit)	\$0.00		



Sherwood Co-operative Association Ltd.

Head Office:
615 Winnipeg St. N.
P.O. Box 5044
Regina, SK
S4P 3X5 Canada

Phone (306) 791-9300
Fax (306) 791-0060
member.relations@sherwoodco-op.com
www.sherwoodco-op.com

Indian Head:

Phone (306) 695-2204
Fax(306) 695-2116



April 1, 2014

Steve Compton
Chief Executive Officer
Regina Food Bank
Regina, SK.

Re: Sherwood Co-op Commitment

Please accept this letter as confirmation that Sherwood Co-op is committed to donating \$25,000 (twenty-five thousand dollars) to the Regina Food Bank. This donation will take place during the October, 2014 Food Drive.

Co-operatively,

Troy Verboom – General Manager



P.O. Box 7500
1700-2010 12th Avenue
Regina, SK S4P 0M3

Regina Food Bank
445 Winnipeg Street
Regina, SK S4R 8P2

April 1, 2014

Re: October Food Drive Support

Dear Mr. Steve Compton,

Please accept this letter as confirmation of Mosaic's support of the Regina Food Bank's upcoming 28th Annual Food Drive. We are pleased to support the event with a \$50,000 contribution in 2014.

We are excited to be part of this incredible community event and look forward to another record-breaking event this fall. We wish you all the best in your planning and preparation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Marnel Jones", is positioned below the "Sincerely," text.

Marnel Jones
Senior Community Investment Specialist
The Mosaic Company



Regina Food Bank
445 Winnipeg Street
Regina Sask. S4R 8P2

Attention Steve Compton

Dear Steve:

It is with great pleasure that I confirm that Avanti Office Products will once again support the Regina Food Bank's 28th Annual Food Drive October 17th – 18th 2014.

We are proud to once again support this very worthwhile endeavour with a cash donation of \$5,000. We provide this in the understanding that this be used to support the massive volunteer effort required to complete this undertaking and that the balance of funds be leveraged through Food Bank contacts and used to purchase necessary food items.

We applaud the hard work and dedication of yourself and your team as you work to "Fight Hunger and Feed Hope".

Please feel free to contact me at any time if you have any questions or require any further assistance.

Regards,

A handwritten signature in black ink, appearing to read "Mauro Montanini".

Mauro Montanini CA

General Manager

1245 Osler Street, Regina Saskatchewan, S4R 1W4

REGINA & DISTRICT FOOD BANK INC.
FINANCIAL STATEMENTS
MARCH 31, 2013

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To the Members of:

Regina & District Food Bank Inc.

Management has responsibility for preparing the accompanying financial statements and ensuring that all information on any related reports is consistent with the financial statements. This responsibility includes selecting appropriate accounting policies and making objective judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations.

In discharging its responsibilities for the integrity and fairness of the financial statements and for the accounting systems from which they are derived, management maintains the necessary system of internal controls designed to provide assurance that transactions are authorized, assets are safeguarded, and proper records maintained.

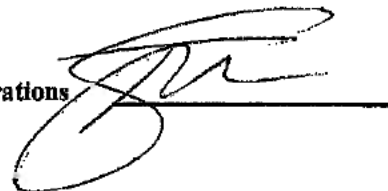
Ultimate responsibility for financial statements to the members lies with the Board of Directors.

Berger Belanger, an independent firm of Chartered Accountants, is appointed by the Directors to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to the Audit and Finance Committee, to the Board and management to discuss their audit and their findings as to the integrity of the Food Bank's financial reporting and the adequacy of the system of internal controls.

Chief Executive Officer



Director of Operations



Regina, Canada
June 4, 2013



Tel: (306) 347-2244
Fax: (306) 347-2247
bergerbelanger.com

2022 Cornwall Street, Suite 202
Regina, Saskatchewan
Canada S4P 2K6

INDEPENDENT AUDITORS' REPORT

**To the Members of:
Regina & District Food Bank Inc.**

Report on the Financial Statements

We have audited the accompanying financial statements of Regina & District Food Bank Inc., which comprise the statement of financial position as at March 31, 2013, and the statement of operations and available net assets and the statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

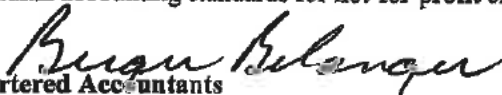
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

In common with many not-for-profit organizations, Regina & District Food Bank Inc. derives a portion of its revenue from unreceiptable donations and fund-raising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of Regina & District Food Bank Inc.. We were not able to determine whether any adjustments might be necessary to these revenues, excess of revenue (expenses) and available net assets.

Opinion

In our opinion, except for the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Regina & District Food Bank Inc. as at March 31, 2013, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.


Chartered Accountants

June 4, 2013
Regina, Canada

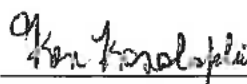
REGINA & DISTRICT FOOD BANK INC.


STATEMENT OF FINANCIAL POSITION

MARCH 31, 2013

	CSV Fund [Note 3(a)]	Food Bank Fund	2013	2012	April 1, 2011 (Note 2)
CURRENT ASSETS					
Cash	\$ (18,129)	\$ 306,382	\$ 288,253	\$ 606,420	\$ 368,365
Accounts receivable (Note 4)	7,756	23,370	31,126	35,631	36,955
Village Market inventory	-	11,395	11,395	13,925	35,594
Due from Food Bank Fund	-	-	-	148,206	115,130
Due from CSV Fund	-	25,629	25,629	-	-
Prepaid expenses	-	19,003	19,003	-	-
	(10,373)	385,779	375,406	804,182	556,044
INVESTMENTS (Note 5)	-	86,607	86,607	82,924	80,948
DEFERRED CONTRIBUTION CASH	-	-	-	-	78,024
PROPERTY AND EQUIPMENT (Note 6)	<u>3,365,120</u>	<u>-</u>	<u>3,365,120</u>	<u>3,171,871</u>	<u>3,130,133</u>
	<u>\$ 3,354,747</u>	<u>\$ 472,386</u>	<u>\$ 3,827,133</u>	<u>\$ 4,058,977</u>	<u>\$ 3,845,149</u>
CURRENT LIABILITIES					
Accounts payable	\$ 149,883	\$ 164,823	\$ 314,706	\$ 464,383	\$ 326,470
Deferred revenue	2,714	66,221	68,935	64,383	35,078
Due to Food Bank Fund	25,629	-	25,629	-	-
Due to CSV Fund	-	-	-	148,206	115,130
Current portion long term debt	<u>47,111</u>	<u>-</u>	<u>47,111</u>	<u>28,346</u>	<u>28,411</u>
	225,337	231,044	456,381	705,318	505,089
LONG TERM DEBT (Note 7)	307,079	-	307,079	282,044	310,531
DEFERRED CONTRIBUTIONS (Note 8)	<u>1,971,063</u>	<u>-</u>	<u>1,971,063</u>	<u>1,970,012</u>	<u>2,000,704</u>
	<u>2,503,479</u>	<u>231,044</u>	<u>2,734,523</u>	<u>2,957,374</u>	<u>2,816,324</u>
NET ASSETS					
Investment in long term assets (Note 9)	1,039,867	-	1,039,867	891,469	868,511
Available net assets (deficiency)	<u>(188,599)</u>	<u>241,342</u>	<u>52,743</u>	<u>210,134</u>	<u>160,314</u>
	<u>851,268</u>	<u>241,342</u>	<u>1,092,610</u>	<u>1,101,603</u>	<u>1,028,825</u>
	<u>\$ 3,354,747</u>	<u>\$ 472,386</u>	<u>\$ 3,827,133</u>	<u>\$ 4,058,977</u>	<u>\$ 3,845,149</u>
COMMITMENTS (Note 11)					
CONTINGENCIES (Notes 4 and 10)					

APPROVED BY THE BOARD:

 Director

 Director

REGINA & DISTRICT FOOD BANK INC.
STATEMENT OF OPERATIONS AND AVAILABLE NET ASSETS
YEAR ENDED MARCH 31, 2013

	CSV Fund [Note 3]	Food Bank Fund	2013	2012
REVENUE				
Donations	\$ -	\$ 874,907	\$ 874,907	\$ 923,486
Rental	841,282	-	841,282	870,988
Fundraising	-	516,640	516,640	583,765
Government grants - ACERT [Note 3(a)]	-	235,463	235,463	272,324
Village Market sales	-	222,539	222,539	260,930
Administration	-	54,540	54,540	26,927
Recycling	-	31,027	31,027	54,084
Ancillary revenue	2,610	3,071	5,681	24,721
Amortization of deferred contributions	<u>60,806</u>	<u>-</u>	<u>60,806</u>	<u>71,286</u>
	<u>904,698</u>	<u>1,938,187</u>	<u>2,842,885</u>	<u>3,088,511</u>
EXPENSES				
Salaries and benefits	67,942	952,509	1,020,451	984,259
Occupancy costs	463,791	101,959	565,750	813,054
Food purchases	-	132,881	132,881	125,156
Program expenses - ACERT [Note 3(a)]	-	238,496	238,496	257,926
Food distribution	-	98,501	98,501	98,428
Fundraising	-	226,179	226,179	184,117
Cost of Village Market sales	-	208,241	208,241	244,819
General and administration	50,738	125,640	176,378	176,710
Interest on long term debt	20,997	-	20,997	14,153
Amortization of property and equipment	<u>164,005</u>	<u>-</u>	<u>164,005</u>	<u>117,111</u>
	<u>767,473</u>	<u>2,084,406</u>	<u>2,851,879</u>	<u>3,015,733</u>
EXCESS OF REVENUE (EXPENSES)	137,225	(146,219)	(8,994)	72,778
Available net assets, beginning of year	<u>(177,426)</u>	<u>387,561</u>	<u>210,134</u>	<u>160,314</u>
	(40,201)	241,342	201,140	233,092
Change in Investment in long term assets (Note 9)	<u>(148,398)</u>	<u>-</u>	<u>(148,398)</u>	<u>(22,958)</u>
AVAILABLE NET ASSETS , end of year	<u>\$ (188,599)</u>	<u>\$ 241,342</u>	<u>\$ 52,742</u>	<u>\$ 210,134</u>

FOOD DONATIONS IN-KIND

\$ 5,546,000 \$ 5,112,000

The above approximate values attributed to food donations in-kind, which have not been recorded in the accounts and have not been audited, are based on weight measurements priced at an average of \$5.50 per kilogram (2012 - \$5.50).

CONTRIBUTED SERVICES

Volunteers contribute their time and energy to assist the Food Bank in undertaking its various activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

REGINA & DISTRICT FOOD BANK INC.

STATEMENT OF CASH FLOWS

YEAR ENDED MARCH 31, 2013

	CSV Fund	Food Bank Fund	2013	2012
OPERATING ACTIVITIES	[Note 3]			
Cash received from:				
Government and other grants	\$ -	\$ 221,965	\$ 221,965	\$ 199,295
Donations	-	870,942	870,942	852,920
Rentals	832,142	-	832,142	719,068
Fundraising and other	2,714	838,311	841,025	963,921
Cash paid to suppliers	(719,594)	(1,006,390)	(1,725,983)	(1,285,804)
Cash paid to employees and equivalents	(67,041)	(1,076,459)	(1,143,500)	(1,054,164)
Interest received	-	1,395	1,395	4,263
Interest paid	(15,297)	-	(15,297)	(14,153)
	<u>32,924</u>	<u>(150,236)</u>	<u>(117,311)</u>	<u>385,346</u>
FINANCING ACTIVITIES				
Deferred contribution receipts	61,857	-	61,857	40,594
Repayment of mortgage payable	(30,049)	-	(30,049)	(28,552)
	<u>31,808</u>	<u>-</u>	<u>31,808</u>	<u>12,042</u>
INVESTING ACTIVITIES				
Additions to property	(228,981)	-	(228,981)	(158,848)
(Increase) decrease in investments	-	(3,683)	(3,683)	(485)
Due (to) from Building	173,493	(173,493)	-	-
	<u>(55,488)</u>	<u>(177,176)</u>	<u>(232,664)</u>	<u>(159,333)</u>
INCREASE (DECREASE) IN CASH	9,244	(327,412)	(318,167)	238,055
CASH, BEGINNING OF YEAR	<u>(27,373)</u>	<u>633,794</u>	<u>606,420</u>	<u>368,365</u>
CASH, END OF YEAR	<u>\$ (18,129)</u>	<u>\$ 306,382</u>	<u>\$ 288,253</u>	<u>\$ 606,420</u>

REGINA & DISTRICT FOOD BANK INC.
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2013

1. GENERAL

The Regina & District Food Bank Inc. ("the Food Bank") was incorporated under the Non-Profit Corporations Act of Saskatchewan. The mission of the Food Bank is to feed hungry people and work to solve hunger issues in our community. The Food Bank envisions a community where no one goes hungry.

The Food Bank acquired, by way of an in-kind donation in fiscal 2005, a six building, ten hectare property on Winnipeg Street in north Regina. Since the property exceeds the space needs of the Food Bank, the Food Bank has developed the property for rental purposes including for not-for-profit organizations. The whole facility has been named the Community Services Village and the excess revenue derived from the facility, if any, is used to supplement the resource needs of the Food Bank.

2. BASIS OF PRESENTATION

On April 1, 2012, the Food Bank adopted the Canadian accounting standards for not-for-profit organizations (ASNPO) in Part III of the CICA Accounting Handbook. These financial statements are the first financial statements for which the entity has applied accounting standards for not-for-profit organizations.

The adoption of ASNPO had no impact on the previously reported assets, liabilities and net assets of the Food Bank, i.e. April 1, 2011 (beginning of the first fiscal period for comparative purposes). Accordingly, no adjustments have been recorded to the comparative statement of financial position and statement of operations and available net assets.

3. SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

a) Fund Accounting

Each fund reports the assets, liabilities, revenue and expenses related to the activities and programs of each fund.

The Food Bank Fund is used for the Food Bank's food distribution, educational and life skills programs, food sales to approved clients through the Village Market and its administrative activities.

The Adult Centre for Employment Readiness and Training ("ACERT") Fund is used for the Food Bank's educational and life skills programs.

The Community Services Village ("CSV") Fund is used to report property and equipment transactions of the Food Bank. Annually, the excess of revenue, if any, of the CSV Fund is transferred to support the Food Bank Fund programs, if available and if needed by, the Food Bank Fund.

b) Investments

Investments are recorded at market value. Annual changes in the market value of investments are reported in the statement of operations.

REGINA & DISTRICT FOOD BANK INC.
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2013

3. SIGNIFICANT ACCOUNTING POLICIES (Continued)

c) Property and Equipment

Acquired property and equipment are recorded at cost. Contributed property and equipment are recorded at fair value at the date of contribution. Assets under capital leases are accounted for at cost; the cost corresponds to the present value of the minimum lease payments plus additional costs incurred to ready the asset for its intended use. Amortization, which is reported in the Community Services Village Fund, is provided on the declining-balance basis over the assets' estimated useful lives using the following annual rates:

Building	5%
Equipment	20%
Automotive	30%
Computers	30%

d) Deferred Contributions

Deferred contributions reported in the Community Services Village Fund represent the unamortized portion of contributions received for the acquisition of Community Services Village assets. Contributions restricted by donors for CSV asset acquisitions are recorded as deferred contributions when received. Amortization is provided at the same rates used for the related asset acquisitions.

e) Revenue Recognition

The Food Bank follows the deferral method of accounting for contributions. Contributions related to each Funds' operations are recognized as revenue in the year in which the related expenses are incurred. Donations are recognized when they are received and all other sources are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

f) Income Taxes

The Food Bank is a registered charitable organization under The Income Tax Act and, accordingly, is not subject to income taxes.

g) Financial Instruments

It is management's opinion that the Food Bank is not exposed to significant interest, currency or credit risks arising from its financial instruments. At year end, the carrying value of accounts receivable, investments, accounts payable and long term debt approximates market value.

h) Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates, as additional information becomes available in the future. As adjustments become necessary, they are reported in income in the period in which they become known.

REGINA & DISTRICT FOOD BANK INC.
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2013

4. ACCOUNTS RECEIVABLE - Community Services Village

In fiscal 2009, a major for-profit lessee of CSV facilities objected to billings rendered for occupancy costs in excess of base rent as provided for in two lease agreements. In the period from fiscal 2010 to fiscal 2013, claims were filed and several collection efforts were made without success. During the year ended March 31, 2013, the claims were settled by entering into a new lease with the lessee.

5. INVESTMENTS

	2013	2012
Premium Cash Account	\$ 71,855	\$ 19,137
4.2% Saskatchewan Savings Bond	-	50,000
135 Bank of Montreal common shares	8,632	8,006
100 Royal Bank of Canada common shares	<u>6,120</u>	<u>5,781</u>
	<u>\$ 86,607</u>	<u>\$ 82,924</u>

6. PROPERTY AND EQUIPMENT

	<u>2013</u>		<u>2012</u>	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Cost</u>	<u>Accumulated Amortization</u>
Land	\$ 537,146	\$ -	\$ 537,146	\$ -
Buildings	2,819,910	576,292	2,528,089	463,708
Storage shed, under capital lease	126,973	3,174	-	-
Equipment	920,698	381,840	874,566	345,355
Automotive	195,287	180,714	198,587	175,769
Computers	<u>94,890</u>	<u>63,965</u>	<u>73,590</u>	<u>55,275</u>
	<u>\$ 4,567,931</u>	<u>\$ 1,202,811</u>	<u>\$ 4,211,978</u>	<u>\$ 1,040,107</u>
Net book value	<u>\$ 3,365,120</u>		<u>\$ 3,171,871</u>	

REGINA & DISTRICT FOOD BANK INC.
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2013

7. LONG TERM DEBT

	2013	2012
4.55% Conexus Credit Union mortgage, payable in blended monthly payments of \$3,582, maturing December 1, 2013, secured by Community Services Village property	\$ 280,340	\$ 310,390
Obligation under a capital lease for storage shed, with interest at the rate of 6%, maturing August 31, 2014	<u>73,850</u> 354,190	<u>-</u> 310,390
Principal included in current liabilities	<u>(47,111)</u>	<u>(28,346)</u>
	<u>\$ 307,079</u>	<u>\$ 282,044</u>

In addition, the Food Bank has a Prime plus 2.5% line of credit available in the amount of \$150,000 which matures at July 1, 2013. At March 31, 2013 the line of credit in use amounted to \$18,128.

Principal due over the next five years under present terms are approximately as follows:

2014	\$ 47,111
2015	61,505
2016	33,798
2017	35,368
2018	37,012

8. CONTINUITY OF DEFERRED CAPITAL CONTRIBUTIONS

Following are the cumulative sources of contributions received to date less accumulated amortization:

	2013	2012
Balance, beginning of year	\$ 1,970,012	\$ 2,000,704
Additional contributions received		
Corporate contributions	61,857	9,594
Government contributions	-	16,000
Contributions from the public	<u>-</u>	<u>15,000</u>
	2,031,869	2,041,298
Less current amortization	<u>(60,806)</u>	<u>(71,286)</u>
Balance, end of year	<u>\$ 1,971,063</u>	<u>\$ 1,970,012</u>

REGINA & DISTRICT FOOD BANK INC.
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2013

9. CHANGE IN INVESTMENT IN LONG TERM ASSETS

Following are the changes in the components of the investment in long term assets:

	Balance April 1, 2012	Change in investment	Balance March 31, 2013
Property and equipment	<u>3,171,871</u>	<u>193,249</u>	<u>3,365,120</u>
Long term debt	310,390	43,800	354,190
Deferred contributions	<u>1,970,012</u>	<u>1,051</u>	<u>1,971,063</u>
	<u>2,280,402</u>	<u>44,851</u>	<u>2,325,253</u>
	<u>\$ 891,469</u>	<u>\$ 148,398</u>	<u>\$ 1,039,867</u>

10. CONTINGENCY

Petroleum contamination of soil around the periphery of the Winnipeg Street property is known to exist. Management has determined that such contamination will not be a detriment to the use of the property as intended by the Food Bank. However, in the event the contaminated areas are put to other uses, further environmental assessments and determinations will be required.

11. COMMITMENT

The Food Bank entered into an operating lease agreement for a van. The annual payments including taxes over the lease term to December, 2014 are \$6,035.

12. COMPARATIVE FIGURES

Certain of the comparative figures have been reclassified to conform with the current year's financial statement presentation.

VACATION PAY ADJUSTMENT

<u>Account Name</u>	<u>Account No</u>	<u>Dr</u>	<u>Cr</u>
Food Bank Adjustment			
Due from CSV - Payroll	1829	3,035.03	
Vacation Payable	2406		3,035.03
To adjust vacation payable to balance in Ceridian accounts			

CSV Adjustment			
Vacation Payable	1204	3,035.03	
Due to Food Bank - Payroll	1201-2		3,035.03
To adjust vacation payable to balance in Ceridian accounts			

	<u>Food Bank</u>	<u>CSV</u>	<u>Total</u>
31-Mar-14			
Per Ceridian - #1			8,947.13
- #2			22,982.99
	27,153.20	4,776.92	31,930.12
Per Quickbooks GL	24,118.17	7,811.95	31,930.12
Adjustment required	-3,035.03	3,035.03	0.00

31-Mar-13			
Per Ceridian - #1			7,542.09
- #2			25,283.50
			32,825.59
Per Quickbooks GL	29,583.54	3,242.05	32,825.59

May 14, 2014

To: Members,
Executive Committee

Re: Utilization of Reserve Funding to Purchase Service Vehicle for Radio Shop

**RECOMMENDATION OF THE BOARD OF POLICE COMMISSIONERS
- APRIL 22, 2014**

The Chief of Police and City Manager be authorized to purchase and retro-fit a new service vehicle for the radio shop operation at a cost of approximately \$30,000 funded from the Regina Police Service Radio Equipment Reserve.

BOARD OF POLICE COMMISSIONERS – APRIL 22, 2014

The Commission adopted a resolution to concur in the recommendation contained in the report.

Mayor Michael Fougere, Councillors: Terry Hincks and Wade Murray, and Commissioners: Ron Rasmussen and Gordon Selinger were present during consideration of this report by the Board of Police Commissioners.

The Board of Police Commissioners, at the **PRIVATE** session of its meeting held on April 22, 2014, considered the following report from the Chief of Police:

RECOMMENDATION

The Chief of Police and City Manager be authorized to purchase and retro-fit a new service vehicle for the radio shop operation at a cost of approximately \$30,000 funded from the Regina Police Service Radio Equipment Reserve.

CONCLUSION

The Regina Police Service Radio Equipment Reserve provides funding for the City owned trunked radio system and other expenditures attributable to the operations of the Communication Technology Unit (CTU). The two vans used to provide technical, preventative, and ongoing repair and maintenance for the radio system are 15 and 8 years old. The older of the two is no longer safe to operate and requires replacement at an approximate cost of \$30,000. The purpose of this report is to seek approval to purchase the replacement vehicle through the Regina Police Service Radio Equipment Reserve.

BACKGROUND

The Regina Police Service and City of Regina co-operatively operate a trunked radio system that provides two-way radio communication for the Police Service, all City departments and tenants including EMS, Provincial Corrections, Wascana Centre Authority and various other related agencies.

The Regina Police Service operates the radio system for all users. The Radio Shop operates with two technicians and a coordinator and houses all the equipment required to appropriately maintain the radio system and its components. The radio shop equipment includes two service vans. The purpose of this report is to seek funding from the Radio Equipment Reserve to replace one of the existing vehicles.

DISCUSSION

The Regina Police Service operates the radio system on behalf of all users, and charges an annual fee that funds the operation of the Radio Shop and ensures the appropriate care and maintenance of all radio infrastructure.

The Radio Shop staff complement includes two technicians. The technicians are responsible to monitor, repair and maintain the radio system infrastructure and user gear. There are some tasks that the technicians are responsible for that require that they work together, and in those cases they require one service vehicle and their various tools and supplies. Much of the time however, the radio technicians are most effective and productive if they work alone; each going separate directions, providing support to different infrastructure/users at the same time. They require two vehicles to effectively do that.

The current operation includes two minivans as outlined in the following table:

Description	Vehicle #1	Vehicle #2
Make	Ford	Ford
Model	Windstar	FreeStar
Year	1999	2006
Current Kilometers	60,329	41,214

A vehicle inspection was performed on the Ford Windstar by the RPS Fleet Services in January 2014. During the inspection, Fleet Services determined that the vehicle needed to be pulled out of service due to the extent of the rusting and damage to the body condition, as well as the condition of the front brakes, wheel alignment, and the steering components. As it stands, the vehicle would no longer pass a SGI safety inspection.

It is estimated that a new service vehicle would cost approximately \$26,000. The retrofitting to install shelves and protection screening is approximately \$4,000. The total cost of a new vehicle is approximately \$30,000 (PST included). It is general practice for the Police Service to purchase used vehicles when replacing unmarked vehicles. Predominately the purchases are of “buy-backs” that are approximately one year old with extremely low kilometers.

There are two methods to fund the replacement of the vehicle. The vehicle could be funded through the radio shop operating budget. The cost would be included in the total expenditures for 2014, and charges to all users would increase to reflect the cost of the vehicle. In 2015, the charge to all users would decrease to more normal amounts. Radio system users have indicated that this is manageable for them, but it is a less than desirable approach as it causes operating budgets to fluctuate. Sound budget management discourages this type of fluctuation on a one time basis.

The second and more preferable option to fund these items through the Regina Police Service Radio Equipment Reserve. The radio program is operated as a cost centre and at the end of each year any surpluses or deficits to the operation are cleared through the Regina Police Service Radio Equipment Reserve.

The Regina Police Service Radio Equipment Reserve is intended to fund radio projects as outlined in The Regina Administration Bylaw No. 2003-69. Specifically the Reserve reads:

15. The account balance for the Regina Police Service Radio Equipment Reserve shall include the account balance of the reserve at the start of the year adjusted by:

- (a) The net revenue or expenditure of the communications equipment service facility (Radio Shop) of the Regina Police Service established to provide maintenance for the trunked radio system jointly used by the Regina Police Service and the City; and*
- (b) Transfers to fund capital or operating expenditures for communication expenditures or projects by the City and the Board of Police Commissioners as may be approved by Council and the Board of Police Commissioners; and*
- (c) Transfers to and from the reserve as approved by Council in accordance with section 8.1 based on the following target minimum and maximum amounts:*
 - (i) a minimum amount equal to or more than \$100,000*
 - (ii) a maximum amount equal to or less than \$6,000,000*

The reserve fund currently has a balance of \$154,925. After the purchase of the service vehicle, the balance will be approximately \$124,925. The option of funding the vehicle purchase from the reserve is most desirable because it ensures that all users (Police, City, and tenants) are responsible for the costs of the service vehicle, while ensuring that operating budgets for users do not fluctuate on a one-time basis to cover the expenditures.

RECOMMENDATION IMPLICATIONS

Financial Implications

If the purchase of the service vehicle is approved, an expense of approximately \$30,000 will be transferred from the Regina Police Service Radio Equipment Reserve to fund the purchase of the vehicle. The reserve currently has a balance of \$154,925 and would be reduced to approximately \$124,925.

Environmental Implications

The environment implications related to this report are minimal. The new vehicle will have better emission controls than the 1999 vehicle that it is replacing.

Strategic Implications

None with respect to this report.

Other Implications

None with respect to this report.

COMMUNICATIONS

None with respect to this report.

DELEGATED AUTHORITY

Any funding from the Equipment Radio Reserve requires the approval of both the Board of Police Commissioners and City Council. If approved at Board of Police Commissioners, this report will be submitted to Executive Committee for consideration. If approved at that time, it will be forwarded to City Council for final approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary