



Bowen Island Municipality

Municipal Grant Application for Specific Projects/Services/Events/Programs

Community Grant for amounts over \$2,000

Grant-In-Aid for amounts up to \$2,000

Application Date 30 March 2010

Only applications that are completed legibly and in full will be accepted.

The deadline for Community Grants is October 31st.

The deadline for Grants-In-Aid is March 31st and August 31st.

Please provide a copy of your organization's financial statements (for the most recent complete year and your most recent financial statement for the current fiscal year).

If your grant request is for \$2,000 or less, it may be considered for a Grant-in-Aid.

If your grant request is for \$500 or less and has a recreation element, please consider making an application directly to the Bowen Island Parks and Recreation Commission.

If you have any questions, contact the Bowen Island Municipal Treasurer at 604-947-4255.

A. Applicant

Name of Organization/Group Bowen Island Community Fair Ass'n

Mailing Address Box 38, Bowen Island, VONICO

Organization Telephone

Contact Person & Title S. Haggerty - Treas. Telephone 2244

Fax Email smhaggerty@shaw.ca

Registered Society in good standing? Yes No

BC Society Number 50028914 Date of Registration 8 April 1992

B. Project Request

Amount Requested \$ 2000.00

Most Recent Municipal Grant Received \$ 1500 Year 2009

C. Project Title and Description (Summary – max. 5 lines) (Please attach additional information if required)

Bowfest 2010 – Annual end-of-summer
community festival in Crippen
Park

1. Describe the project/service/event's target population (age, sex, disability, visitor to Bowen Island, etc.)

Bowfest invites the entire community, aged 0 to 100, to celebrate. Off-island visitors are welcome. Crippen Park is wheelchair accessible.

2. Project Goals (specific measurable statements of what will be achieved through the project):

Our goal is a celebration of life on Bowen. Success is measured by the smiles on people's faces and by financial success that allows us to help support several other Bowen organizations.

3. Approximately how many individuals will be served by the project/service/event.

3000

4. What community need or issue is this project/service/program responding to?

Building community spirit.
Fundraising opportunity for participating island groups and organizations.
Enhance island economy and maintain a variety of services.

5. Are there project/services/events of a similar nature being offered on Bowen?

Yes No

If yes, how will your proposal complement, enhance or differ from the existing?

.....
.....
.....

6. Describe any partners involved in the project/service/event. What are their roles?

(agencies, individuals, funders, etc.)

All island groups are invited to participate.
2009 partners were the Youth Centre, BCHA,
FPS, the Black Sheep Dancers, the
Legion and numerous island
musicians.

D. Accountability

1. Describe how you will evaluate the effectiveness of the project/service/event.

Attendance
Financial contributions
Number of community groups participating
Ticket sales

2. If you received a municipal community grant for a project/service/event in the previous year, provide an evaluation of the effectiveness of the activity, (including financial results) if you have not already done so.

E. Financial Information

1. Attach your most recent (audited if available) financial statement.
2. Provide current fiscal year projected budget for your organization.
1. Provide a detailed budget, including financial contributions and applications from sources other than the municipality, for the project/service/event. Indicate the value and type of any 'in kind' contributions.

F. Application Information

1. Briefly describe your organization's objectives.

A grass roots celebration of local community
groups and members, operated by
a volunteer committee elected at
the Annual General Meeting.

2. Briefly describe the services your organization provides.

- Community celebration
- fundraising opportunities for various
community groups

3. Does your organization use volunteers? Yes No
If yes, please provide the following: Number of volunteers 70 Board members 6
If no, please explain why not:

.....
.....
.....

4. If applicable, what is your total membership (i.e. paid memberships)? no paid members

5. Describe what actions your organization is taking to enable or increase access to your service for people with disabilities.

Crippen Park is accessible
.....
.....
.....

6. If you received a municipal grant last year how was it publicized?

Website
Bowen Forum
Undersurrent
Program
.....
.....

We certify that to the best of our knowledge the information provided in this municipal grant request is accurate and complete and is endorsed by the organization which we represent. If our organization receives a municipal grant we agree to the conditions set out below and to any other conditions approved by Council.

(Signature of two Signing Officers for the Board.)

Signature Wredman Title Chair Date 30 Mar 2010
Signature Stegor Title Treasurer Date 30 Mar 2010

CONDITIONS:

1. In the event that the funds are not used for the project or programs as described in the application, or if there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the municipality.
2. If there are any changes in the funding of the project from that contemplated in the application the municipality will be notified of such changes through the Municipal Treasurer.
3. The applicant will make or continue to make attempts to secure funding from other sources as indicated in its application.
4. The applicant will keep proper books of accounts of all receipts and expenditures relating to the project or program.
5. The applicant will make available for inspection by the municipality or its auditors all records and books of accounts of the applicant upon request from the municipality.
6. If the project or program proposed in application is not commenced, or not completed, and there remain municipal funds on hand; or the project or program is completed without requiring the full use of the municipal funds; or Council directs that the funds be returned; such funds will be returned to the municipality through the Municipal Treasurer.
7. The project or program may not be represented as a municipal project or program, and the applicant does not have the authority to hold itself out as an agency of the municipality in any way, the only relationship being that the municipality has approved and granted financial assistance to the applicant.

CHECK LIST

Have you provided:

- A fully completed application.
- Your most recent financial statement (audited if available). (E.1)
- Budget for the current Fiscal Year. (E.2)
- Project/service/program budget relative to this application. (E.3)
- Narrative & financial report relative to municipal grant received most recently. (D.2)

Bowfest 2009 Financial Report and 2010 Budget

	2009	2010
	Actual	Budget
Revenue:		
Tickets/Gate:	15,797	13,000
Run for the Ferry:	1544	1500
Sponsorships:	1400	4000
Muni Grant:	1500	2000
Beer Garden:	9115	8500
Vendors:	350	800
Games, Rides, Animals:	2012	2000
T-shirts:	150	500
Misc. Donations:	265	200
Raffle:	—	2000
Field Deposit ret'd:	500	500
Total	\$32,633	\$35,000
Expenses:		
Administration:	3186	3000
(field rental & expenses, insurance, permits, postage, bank charges, etc.)		
Printing, Publicity, etc. (The Office):	524	500
Rentals:	4050	4500
(tables, chairs, walkie-talkies, porta-potties)		
Music, Entertainment:	5675	5700
Games, Rides, Animals:	7613	7800
(Charges + donations to supporting community groups: IPS, Youth Centre)		
Beer Garden:	4228	4300
T-shirts:	747	750
Donations to Bowen Community*:		7000
Black Sheep (gate)	1496	
BCHA (Run for the Ferry)	1248	
IPS (rides/games)	800	
Youth Centre (rides/games)	1000	
Legion (Beer Garden)	2664	
Total	\$33,231	\$33,450
Net	\$598 (loss)	\$1550

*Total donations = \$7208.

In 2009 the Bowfest Committee decided not to seek extensive sponsorships due to the economic situation. In view of the loss incurred in 2009 this will have to be reconsidered for 2010.