

Northern Alberta Athletic Association

David Fitzgerald
NAAA President

Kim Hennessey
NAAA Treasurer

Terry Connors
Director of Operations

November 28, 2018

Organization Mandate

To operate the Casman Centre so as to provide safe and reliable recreational services and facilities to the urban service area and the surrounding communities for Sport, Cultural, Spiritual, Recreation and Education.

Goals for 2019 are as follows:

- Continue to ensure a safe and reliable operation of the Centre
- Make ever effort to maximize the use of the facilities/services the Centre offers

Organization Mandate

Programs / Services to be funded by the grant are as follows:

Arena Surface:

- Fort McMurray Oil Barons
- Fort McMurray Minor Hockey
- Fort McMurray Ringette Association
- Independent Minor Hockey Groups
- Total Athletic Development
- Pro Edge
- Catholic School Districts Academies
- Gentlemen's Hockey League
- Old-timers Hockey League
- Shift Hockey League
- Concerts
- Mixed Martial Arts

Pottery Room:

- Fort McMurray Potters Guild

Massage Therapy Clinic:

- Chartrand Body Works

Skate Sharpening:

- Freedom Mobile Bike Service & Skate Sharpening

Organization Mandate

Programs / Services (Con't.)

Multi-Purpose Room:

- Thickwood Heights Preschool
- Church Groups
- Rented to other non-profit groups/general public during summer months & weekends

Amphitheatre:

- Church Groups
- Music Teachers' Association
- General Public Meetings

Parking Lot Rental:

- Driver Education
- Circus

Community Impact

The Casman Center supports our community year around in a number of ways, by serving as a facility that:

- Promotes health, wellness and physical activity
- Serves as a place of gathering for families and community members
- Supports multiculturalism and diversity
- Serves as a place of shelter during emergencies (i.e. flood, fire etc.)

2019 Grant Request

2019 Grant Request	
Revenue	\$1,581,000
Expense	\$1,654,761
Subsidy Requested	\$1,100,000
Subsidy represents 66% of total expenses	

Previous Year's Financial Information	
Last Fiscal Year End Date	May 31, 2018
Total expenses from previous year	\$1,652,655
Unrestricted Net Assets	\$(2,879,353)

Expense Summary

Cost Category	Total Expense	Funded by RMWB
Salary/Wages (9 full time, 3 part time)	\$930,000	\$560,000
Program Costs	-	-
Overhead (utilities, insurance, etc.)	\$724,761	\$540,000
TOTAL	\$1,654,761	\$1,100,000

Community Investment History

2019 Request	2018	2017
\$1,100,000	\$1,100,000	\$1,034,000

No increase requested in 2019.

Northern Alberta Athletic Association

2019 Sustaining Grant Analysis

CIP Grant Summary:

2016	2017	2018	2019 Request	2019 Recommended by CIP	Variance Recommended vs. Requested
1,100,000	1,034,000	1,100,000	1,100,000	1,100,000	-

Fiscal Year End	Total Expenses	Unrestricted Net Assets
May 31, 2018	1,652,655	(2,879,353)

Notes:

Northern Alberta Athletics Association (NAAA) has an Operating Agreement with the Regional Municipality of Wood Buffalo for the operations of the Casman Centre, effective to September 2019.

NAAA also operates the Oil Barons Hockey Club, and presents financial information separately from Casman Centre Operations; the financial position of the Oil Barons Hockey Club does not impact the eligibility for the Sustaining Grant.

Budget Line Description	2019 Budget Request	2019 Recommended
Revenues		
RMWB Sustaining Grant	1,100,000	1,100,000
Amortization Deferred Capital	24,000	-
Ice Surface Rental	290,000	-
Special Event Revenue	19,000	-
Other Revenues	58,000	-
Room Rental	80,000	-
Parking Lot Rental	10,000	-
Total Revenues	1,581,000	1,100,000
Expenses		
Salaries/Benefits/Training	930,000	560,000
Utilities	320,000	240,000
Contract Services	150,000	115,000
Repairs & Maintenance	96,000	90,000
Amortization	35,000	-
Bank Charges and Interest	7,500	6,000
Special Event Expense and Fees	1,700	1,000
Insurance	12,500	10,000
Supplies and Equipment	40,000	30,000
Professional Fees	26,500	20,000
Security/Training/Telephone/Vehicle	22,400	18,000
Office Supplies/Freight/Miscellaneous	13,161	10,000
Total Expenses	1,654,761	1,100,000
Total Surplus (Deficit)	\$ (73,761)	\$ -


Sustaining Grant Part A - Organization Summary

Organization Name:	Northern Alberta Athletic Association
Street Address:	110 Eymundson Road
City/Hamlet:	Fort McMurray
Province:	Alberta
Postal Code:	T9H 5A5
Phone Number:	780-743-5509
Website:	www.fortmcmurrayoilbarons.ca
Fiscal Year End:	May 31 2018
Act Registered Under:	Societies Act [Alberta]
Registration Number:	50310536

Note: Organization must be in good standing to receive funding.

Main Contact	
Title:	Director of Operations
Name:	Terry Connors
Daytime Phone:	17(1)
Email Address:	terry@oilbarons.com
Executive Director	
Name:	Kim Hennessey
Daytime Phone:	17(1)
Email Address:	17(1)
Board Chair / President	
Name:	David Fitzgerald
Daytime Phone:	17(1)
Email Address:	17(1)

Declaration of Board Members - In making this application, we, the undersigned, confirm that we are authorized by the applicant organization to complete the application and hereby represent to the Regional Municipality of Wood Buffalo's Community Investment Program and declare that to the best of our knowledge and belief, the information provided is truthful and accurate, and the application is made on behalf of the above-named organization and with the Board of Directors' full knowledge and consent.


Signature of Board Member
(must have signing authority)


Signature of Board Member or Executive Director
(must have signing authority)

Kim Hennessey
Print Name

David Fitzgerald
Print Name

Nov 7, 2018
Date: (Year-Month-Day)

2018-11-07
Date: (Year-Month-Day)

Part B - Board Questionnaire

Are any board members being paid, or receiving an honorarium, for being on the Board or for other positions in the organization outside of their role on the Board? Yes ☐ No ☒

If yes, complete the following table:

Board member name	Paid role on the board / organization	Amount received

What are the restrictions (if any) on becoming a member of your organization or participating in programs or services?

You must be an Oil Baron season ticket holder in order to be a member of the organization. To be eligible to be voted onto the Board of Directors an individual must be a member of the organization. There are no restrictions on becoming a season ticket holder or participating in programs or services. The restrictions to be part of the Board is that an individual must be a member in good standing and must be 18 years of age or older.

How often does the Board review the financial position of the agency? What efforts have been made in the past fiscal year to increase the number and types of financial support for your organization?

We review the financial statement at every meeting {Monthly}
 The following efforts have been made in the past year to increase financial support and/or reduce expenses:

- * Rented space for a Skate Sharpening Shop in the Casman Centre
- * Cut expenses by changing vendors
- * Reviewing all Purchases for need
- * Renegotiated our HVAC and Security contracts to include both PMs and Breakdowns

The personal information collected in this application is collected under the authority of section 33(c) of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to process the application and contact you if needed, during the review of this application. If you have any questions about the collection and use of the personal information you may contact the Manager, Community Investment Program, at 9909 Franklin Avenue, Fort McMurray, AB T9H 2K4 or at (780) 743-7918.

The Regional Municipality of Wood Buffalo 2018-2021 Strategic Plan focuses on the vision of a vibrant, sustainable region we are proud to call home. It identifies four key strategic priorities to achieve this goal: Responsible Government, Downtown Revitalization, Regional Economic Development, and Rural and Indigenous Communities and Partnerships. The Community Investment Program aims to assist non-profit agencies to achieve the goals and objectives outlined in the Municipal Strategic Plan.

The Sustaining Grant subsidizes organizations to operate and maintain Municipally-owned assets and/or contribute toward the key strategic priorities identified above. Please indicate which category that is applicable to the organization.

- ☒ X Operator of a Municipally-owned asset (Please continue to Part E on page 7)
- ☐ Provide programs and services related to the collection, preservation and display of regional heritage and culture in a museum setting (Strategy & Initiatives #1a and #1c)
- ☐ Acts as a collective voice for:
 - a) the development of the arts community (Strategy & Initiative #1f);
 - b) advancement of cultural diversity (Strategy & Initiative #3f); or
 - c) promotion of tourism potential of the Municipality (Strategy & Initiative #3b)
- ☐ Provides strategic programs/services that are of benefit to the entire region

Part D - Organization Questionnaire

What year did the organization complete its last strategic plan?

Provide a brief overview of the organization's strategic priorities:

Part D - Organization Questionnaire

Describe the elements, activities, or events of general operations that the organization is seeking this funding for:

Part E - Financial Information, Budget Request & Cash Flow

Current Staff Information:

	Per Organization Chart:	Currently Filled:
Full Time Positions	9	9
Part Time Positions	3	2

Please explain any cost savings initiatives the organization has, or is planning, to implement:

The following cost saving efforts have been made in the past year to increase financial support and/or reduce expenses:

- * Cut expenses by changing vendors
- * Reviewing all Purchases for need
- * Signing HVAC and Convergent contracts to include both PMs and Breakdowns
- * Rent space for a Skate Sharpening Shop in the Casman Centre
- * Set up a Service Contract with Cimco

2019 Grant Request:

Total 2019 Budgeted Revenue (excluding RMWB Sustaining Grant)	\$ 1,581,000.00
Total 2019 Budgeted Expenses	\$ 1,654,761.00
Surplus* / (Deficit)	\$ -73,761.00

2019 Sustaining Grant Request Amount:

\$ 1,100,000.00

* If in a surplus position, organization is not eligible for a Sustaining Grant.

Please Indicate Preferred Cash Flow, if approved**:

January/February	\$250,000.00	April	\$250,000.00
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(no more than 75% of request)

August	\$350,000.00	October	\$250,000.00
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** Must have minimum of 25% to be disbursed between August and December. There will be no funds released in July, as 6-month reports are due by July 31 and require Administrative review prior to August/October disbursements.

Part F - Required Attachments for Application

The following attachment **MUST** accompany your application:

- ☐ A detailed budget showing projected 2019 revenue and expenses
- ☐ 2019 Business Plan or Strategic Plan
- ☐ Logic Model (if available)
- ☐ Financial Statements of two (2) most recent fiscal years

Attachment "A"

Budgeted 2019 Detailed Revenue

Grant:	\$ 1,100,000	
Amortization Deferred Capital	\$ 24,000	
Ice surface rental:	\$ 290,000	
Special Event Revenue:	\$ 19,000	
Other revenues:	\$ 58,000	
Room rental:	\$ 80,000	
Parking lot rental:	\$ 10,000	
Total:	\$ 1,581,000	1,581,000

Budgeted 2019 Detailed Expenses

Amortization	\$ 35,000	
Bank charges and interest:	\$ 7,500	
Special Event Expense and Fees:	\$ 1,700	
Insurance:	\$ 12,500	
Miscellaneous:	\$ 9,261	
Supplies and Equipment:	\$ 40,000	
Professional fees:	\$ 26,500	
Contract Services:	\$ 150,000	
Repairs and maintenance:	\$ 96,000	
Freight:	\$ 2,200	
Salaries and benefits:	\$ 930,000	
Training:	\$ 1,700	
Security:	\$ 2,700	
Office Supplies/Computer Exp.:	\$ 1,700	
Telephone:	\$ 2,000	
Vehicle:	\$ 16,000	
Utilities:	\$ 320,000	
TOTAL:	\$ 1,654,761	\$1,654,761
		Balance: (\$73,761)