

BrainSTEM Alliance Ltd.

2020 Community Impact Grant Analysis

CIP Grant Summary:

				2020 Recommended by CIP	Variance Recommended vs. Requested
2017	2018	2019	2020 Request		
3,000	-	19,000	4,000	4,000	-

Fiscal Year End	Total Expenses	Unrestricted Net Assets*
June 30, 2019	35,929	39,378

Notes:

STEAM Tea Party - learn about the science of tea and food in a fun setting; learn about traditional indigenous ingredients like sage and mint, with local elders.

* Organization is eligible due to the revision made to the Community Investment Policy FIN-220 on October 8, 2019: 3.1.4.2. The total unrestricted net assets held by the Applicant is less than \$50,000.

Budget Line Description	2020 Total Budget	2020 Budget Request	2020 Recommended
Revenues			
RMWB Community Impact Grant	4,000	4,000	4,000
Event Income	500	-	-
Sponsorship from Suncor Energy Foundation	1,000	-	-
In-Kind Venue Space	500	-	-
Total Revenues	6,000	4,000	4,000
Expenses			
Meals and Refreshments	1,500	1,000	1,000
Program Materials and Supplies	1,500	1,000	1,000
Professional and Service Fees	1,500	1,000	1,000
Printing	500	500	500
Venue Rental	500	-	-
Promotion	500	500	500
Total Expenses	6,000	4,000	4,000
Total Surplus (Deficit)	\$ -	\$ -	\$ -

2020 Community Impact Grant - New Events Application for Grant Funding

The grant program under which your organization is applying has specific eligibility requirements. The Application Form should clearly show how the proposed event meets these requirements. The Application Form, including all required attachments, must be received by the closing date. **Late or incomplete applications will not be processed (Community Investment Program Policy FIN-220, Section 3.1.5).**

In order to complete this application for funding, please read the following thoroughly:

- 2020 Community Impact Grant Guidelines
- 2020 Community Impact Grant - New Events Application Checklist

If you have reviewed the 2020 Community Impact Grant Guidelines and have any questions regarding this application form or eligibility, please contact CIP@rmwb.ca.

Organization Name: BrainSTEM Alliance Ltd

Declaration: In making this application, we, the undersigned, confirm:

*Board Member(s) and/or
Executive Director Initials:*

- that we have read the Community Impact Grant Guidelines;
- that we understand that this application form and all attachments shall be part of the **public** Council agenda and accessible through all methods that the Council agenda is available;
- that we understand that this application form and all required attachments must be completed in full and received before 4:30 p.m. MT on Monday, September 23, 2019;
- that we understand the term of the Community Impact Grant is January 1 to December 31, 2020 and that all expenditures must happen during this term; and
- 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.

<u>DW</u>	<u>AO</u>
<u>DW</u>	<u>AO</u>
<u>DW</u>	<u>AO</u>
<u>DW</u>	<u>AO</u>
<u>DW</u>	<u>AO</u>



Signature of Board Member
(must have signing authority)

D'Andre Wilson-Ihejirika
Print Name

2019-09-19
Date: (YYYY-MM-DD)



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

Adedoyin Osuntogun
Print Name

2019-09-19
Date: (YYYY-MM-DD)

New Events Part A - Organization Summary

1. Organization Details

Organization Name:	BrainSTEM Alliance Ltd
Street Address:	17-284 Shalestone Way
City/Hamlet:	Fort McMurray
Province:	AB
Postal Code:	T9K0V2
Phone Number:	780-972-3977
Email Address:	dwilson@brainstemalliance.com
Act Registered Under:	Companies Act (Alberta)
Registration Number:	5118341121

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

2. Main Contact

Title:	Board President
Name:	D'Andre Wilson-Ihejirika
Daytime Phone:	780-972-3977
Email Address:	dwilson@brainstemalliance.com

3. Executive Director

Name:	N/A
Daytime Phone:	N/A
Email Address:	N/A

4. Board Chair / President

Name:	D'Andre Wilson-Ihejirika
Daytime Phone:	780-972-3977
Email Address:	dwilson@brainstemalliance.com

Note: Should any of the contact details in Questions 2 to 4 change before December 31, 2020, please advise the Community Investment Program at CIP@rmwb.ca

New Events

Part B - Board Questionnaire

5. 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?

BrainSTEM runs its programs in across 4 provinces with each board member heading a chapter. All expenses for each program are recorded on shared documents that is reviewed by all members at least once a month. Moreover, the board sets an annual budget at the end of each fiscal year. If any expenses out of the ordinary or anticipated ones arise, the board then reviews it in between board meetings.

6. Organization's most recent Fiscal Year End date (YYYY-MM-DD): 2019-06-30

Unrestricted net assets from your Financial Statements ending 2019-06-30 \$ 0.00

(Accumulated surplus that the Board has not set aside for a particular purpose)

Total Expenses from your Financial Statements Ending 2019-06-30 \$ 35,928.92

7. Does your organization have financial reserves greater than the last fiscal year's operating expenses? If so, explain why.

There are no unrestricted funds that are in the reserves of our account. However, we have received funding that overlaps two fiscal years. Moreover, we have received some grants that allow us to roll funds into the next fiscal year as long as they are spent on the funded projects.

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

We do not have a paid membership system. Our members are our volunteers that are either regional leads, ambassadors, or program leads. Unless and otherwise additional program requirements exist, the only restriction to becoming a volunteer/member is the individual will need to provide a vulnerable sector check. We will however provide letters that volunteers can present to RCMP to wave the fees of getting the security checks done.

9. Minimum number of board members according to bylaws: 2

Number of board members: Currently: 6 2018: 9 2017: 8

How often does the Board of Directors meet? Once a month

10. Please list your current Board of Directors:

Name	Board Position	Years on Board
D'Andre Wilson-Ihejirika	President/ Wood Buffalo Lead	5.00
Adedoyin Osuntogun	Vice President/ Calgary Lead	5.00
Nnaziri Ihejirika	Director / Advisor	5.00
Gillian Hurst	Director/ High River Lead	3.00
Amie McGowan	Secretary	1.00
Jordan Ratzlaff	Treasurer	0.00

11. 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 in the board / organization	Amount received
17(1)	17(1)	\$ 500.00

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.

New Events

Part C - Proposed Event Details

12. **Event Name:** STEAM Tea Party
-
13. **Beginning Date (YYYY-MM-DD):** 2020-05-01
-
14. **Completion Date (YYYY-MM-DD):** 2020-12-31
-

Note: The term of the Community Impact Grant is January 1 - December 31, 2020. The event and all expenditures must occur during this term.

15. **What type of event are you applying for?**
- ☐ Recreation/Sport
 - ☒ Cultural
 - ☒ Related to, or addresses, any one of the 94 Calls to Action in the Truth and Reconciliation Commission report
 - ☐ Related to a National or Provincial Holiday
 - ☒ Other: Science / Educational
-

16. **What activities will be part of the event? Please list and provide details:**
- a. Use headings if applying for more than one event;
 - b. List specific activities of each event; and
 - c. Include details such as event location(s), how each activity will appeal to general population, if the event will draw participants from outside the Municipality, etc.

(additional space continues on next page)

STEAM Tea Party

This event is designed to introduces STEAM (science, technology, engineering, arts and math) to children/youth and their guardians in a fun, creative way. This will take place as a tea party event where children and their guardians will work together to learn about the science of tea and food, and how tea is used in many different cultures for different uses. The event will also include a traditional learning component to introduce attendees to the medicinal uses of tea by Aboriginal peoples of our region. We plan to work with local Elders to incorporate this into the event.

The first ever STEAM Tea party took place on June 15th, 2019. The event allowed for community members of all ages to come out and learn about food science and engineering in a fun tea party setting. The session started out with Sarjesa tea, which is an Aboriginal focused tea company, and the participants learned a bit about the indigenous ingredients like sage and mint, and got to sample a few flavors! Students also used their thermometers to measure their perfect temperature of tea.

17. Describe how this event is new and/or innovative.

This event is new to the community. We find that there is a lot of programming/events that are tailored specifically to youth and kids, but not many where children can learn side by side with their parents/guardians. Using this fun event, we intend to introduce parents and kids to the science behind food/tea as well as bridge the gap between 'modern' and traditional knowledge. This in turn will help foster cultural understanding and encourage parents to learn with their kids.

18. How many participants are you expecting to benefit from your event? Please identify them in the table below.

Ages 0 - 3:		Adults:	25
Ages 3 - 5:		Seniors:	
Ages 5 - 12:	30	Families:	
Ages 12 - 18:			

19. What is the community need that the event will address?

This new event will help increase the number of young people interested in STEM, who can then go on to work in STEM fields in our community or use STEM to create innovative ideas for new jobs. This event also brings different members of the community together through tea, which is used in various cultures and by people of all ages.

20. How was the need determined?

The RMWB strategic plan section 3c states a focus on innovation. STEM is the foundation of innovation and this event will get both children and their parents engaged in STEM. The RMWB strategic plan section 3f expresses a need to focus on Arts and Culture. These events will allow for artistic, cultural expression and creativity through tea and Halloween themed science activities.

21. How will the event address this need?

By having young people and adults work together in a fun way like through a tea party, they can learn new science concepts and begin to feel confident with STEM. They can engage with different cultures over tea and foster a sense of inclusion in our community.

22. What will be the positive impacts to the community?

We expect to see more people in our community aware of cultural differences and be more inclusive, as well as more interest in STEM ultimately leading to innovation in our region.

23. Identify the Call to Action in the Truth and Reconciliation Commission report that the event addresses (if applicable).

Section 63. iii. states "Building student capacity for intercultural understanding, empathy, and mutual respect"

24. If identified in question 23, describe and include:

- a. How the Call to Action will be addressed by the activities of the event;*
- b. How the activities promote healing, language and/or cultural restoration; and*
- c. How the Indigenous community is involved in the planning, execution, participation or follow up to the event.*

The STEAM Tea Party event is specifically designed to showcase different cultures of tea and the scientific/medicinal uses of tea and food. We plan to include an Aboriginal tea component to the event that will help develop an inter-cultural understanding for traditional knowledge of teas.

For this specific event we engaged an aboriginal based tea company to provide an authentic experience for the participants.

Section 66 also states "We call upon the federal government to establish multiyear funding for community-based youth organizations to deliver programs on reconciliation, and establish a national network to share information and best practices."

25. What will a successful event look like?

A successful event will include:

- 1) Anticipated number of families (children and guardians) reached
- 2) Increased interest in STEM through tea and food science activities
- 3) Increased cultural understanding and inclusion through understanding different cultural use for tea

26. How will you measure event success (e.g., surveys, evaluation, longitudinal studies)?

We will have attendance to track number of participants and surveys to collect feedback on increased interest in STEM and cultural understanding.

27. Does the event duplicate or overlap with other events offered in the community? How is this event unique?

There are other events in town that have a cooking aspect, however this event is very different from cooking classes that are offered by other organizations as the focus is on the science behind food and tea making process. This is also the only cooking event specifically focused on tea and cultural aspects of tea with a target on both children and adults working together and learning together.

28. How will the event be promoted/advertised?

(Successful events shall state "Funding considerations provided by the Regional Municipality of Wood Buffalo" on all print and digital advertisements and shall not use the Municipal logo.

We will utilize social media platforms, radio/print, word of mouth, distribution of posters, and by asking partners to send the program posters to their clientele.

- 29. The New Events stream is intended to promote an allied social profit sector within the Municipality. What other community groups or organization will be involved in the event?**
- List each community group or organization; and**
 - Define each community group or organization's role.**

Some of the Community Organizations we either have engaged or hope to approach for partnership are as follows:

- 1) Oil Sands Discovery Centre: We hope to continue our partnership with the Oil Sands Discovery Centre as our event venue and in kind donor.
- 2) Nistawoyou Friendship Centre: We hope to have this organization as a resource when it comes to cultural knowledge and a planning partner

We will increase our list of partners as we further in the planning and executions stages of these events.

- 30. The New Events stream is intended to promote public/volunteer participation in the planning, delivering and governing of New Events. How will volunteers be involved in the proposed event?**

All programs and events that are offered by BrainSTEM Alliance are 100% planned and executed by volunteers. In addition, organization does not have any full time programming staff. However, there are some partnering agencies that have full time staff that support these events. BrainSTEM mitigates the lack capacity in terms of paid staff by having 3 levels of volunteer involvement that is available the public:

- 1) Board or Regional Lead
- 2) Ambassador
- 3) Program Volunteer

Once the fore-mentioned requirements are fulfilled, any resident in Wood Buffalo is able to join our volunteer database.

30. The New Events stream requires at least one other source of funding (e.g., monetary donations or grants, sponsorships, significant in-kind contributions, etc.) aside from the Community Impact Grant. Describe any other funding initiatives the organization has taken or is planning to implement to support this requirement.

We have secured funding from Suncor Energy Foundation and will continue to pursue other sources of funding including in-kind donations. Here are some organizations we will approach for continued support in form of in-kind donation:

- 1) Oil Sands Discovery Centre - Event Space
- 2) Aboriginal Tea Companies - Discount on teas served at the event

31. Describe how the event will become sustainable within three years.

We plan to sell tickets to these event, which we hope will help fund future initiatives. We will also continue to apply to outside sources of funding.

Event Budget

32. a) Please be advised that although your organization's fiscal year may not run January - December, that is the funding period of the Community Impact Grant. The following content must only relate to the period of January 1 - December 31, 2020.
- b) Please include all anticipated sources of revenue for your event and whether or not it is in progress (e.g., applied for but not yet confirmed) or secured (confirmed).
- c) Please list all sources of funding separately and name the sources in the space provided.
- d) Do not include this grant application as a source of revenue.

Source of Projected Income	Revenue Jan - Dec 2020	Revenue Status	
		In Progress	Secured
Event Income (Ticket sales, admission, etc.)	500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Government of Alberta Grant		<input type="checkbox"/>	<input type="checkbox"/>
Government of Canada Grant		<input type="checkbox"/>	<input type="checkbox"/>
Casinos/Bingos		<input type="checkbox"/>	<input type="checkbox"/>
Donation from:		<input type="checkbox"/>	<input type="checkbox"/>
Donation from:		<input type="checkbox"/>	<input type="checkbox"/>
Donation from:		<input type="checkbox"/>	<input type="checkbox"/>
Grant from:		<input type="checkbox"/>	<input type="checkbox"/>
Grant from:		<input type="checkbox"/>	<input type="checkbox"/>
Grant from: APEGA		<input type="checkbox"/>	<input type="checkbox"/>
Sponsorship from: Suncor Energy Foundation	1,000.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sponsorship from:		<input type="checkbox"/>	<input type="checkbox"/>
Sponsorship from:		<input type="checkbox"/>	<input type="checkbox"/>
Other: In-Kind Venue Space	500.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>
Total (A)		\$ 2,000.00	

34. Provide any additional information that may assist in developing a better understanding of the organization or its services/programs during the grant review:

Excellence of the organization:

Ability of organization and its staff to deliver the proposed program(s) successfully: BrainSTEM Alliance is a volunteer-run organization made up of STEM professionals, meaning all of our team is completely familiar with the STEM concepts that we teach to the youth, and can supplement activities with their own professional experience. For all of our programming we partner with local non-profits that specialize in youth programming and combine our STEM expertise with youth outreach experience. Since incorporation in 2014, we have been supported by the Suncor Energy Foundation, the APEGA Foundation, the Regional Municipality of Wood Buffalo, Canadian Red Cross, Alberta Women Science Network and Enbridge.

Continuity of the organization: For the past six years we have committed to continue to promote science, technology, engineering and math to youth. We began with our partnership with Girls Inc. of Northern Alberta to implement the Operation SMART program to introduce girls in the Wood Buffalo region to engineering. This led us to partner with multiple other organizations to help them develop STEM programming including The Fort McMurray Boys and Girls Club, the YMCA, Justin Slade Youth Foundation, Big Brothers Big Sisters of Calgary, Boys and Girls Club • Forest Lawn, High River Library, YWCA Regina and the Sarnia Library.

Communication: We have promoted our events through the APEGA chapter to recruit volunteers, and have done radio interviews and had newspaper and magazine features of our programming. Some examples are: APEGA Magazine Cover Story, StoryHive No Filter Video, Connect Youth Radio Show, and Feature on Discover Fort McMurray.

35. Attachments

The following **MUST** accompany this application.

Failure to submit the following will result in this application being deemed incomplete.

- ☒ Financial Statements of **most recent** fiscal year end (Year end date must fall between July 1, 2018 and June 30, 2019)

Completed and Signed Applications are to be submitted:

Preference is By Email: CIP@rmwb.ca

OR

In Person or By Mail:

Community Investment Program
Community Services
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4

LATE or INCOMPLETE applications will not be processed
(Community Investment Program Policy FIN-220, Section 3.1.5)

BrainSTEM Alliance Ltd.

BALANCE SHEET

As of June 30, 2019

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
Cash on hand	-72,019.20
Undeposited Funds	111,396.93
Total Cash and Cash Equivalent	\$39,377.73
Total Current Assets	\$39,377.73
Total Assets	\$39,377.73
Liabilities and Equity	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	9,366.43
Profit for the year	30,011.30
Total Equity	\$39,377.73
Total Liabilities and Equity	\$39,377.73

BrainSTEM Alliance Ltd.

PROFIT AND LOSS

July 2018 - June 2019

	TOTAL
INCOME	\$66,154.71
GROSS PROFIT	\$66,154.71
EXPENSES	
Bank Fees	558.79
Meals and Refreshments	1,920.24
Office Supplies and Equipment	870.85
Other	493.33
Postage	26.55
Printing	156.75
Prizes	2,250.01
Program Materials	19,450.60
Promotion	762.95
Services	4,109.96
Software	1,775.95
Training	166.71
Travel and Accommodation	3,386.23
Total Expenses	\$35,928.92
PROFIT	\$30,225.79