

Centre D' Accueil Et D'Establissement De Nord De L'Alberta

2018 Community Development Grant Analysis

CIP Grant Summary:

2015	2016	2017	2018 Request	2018 Recommended by CIP	Difference of Recommended vs. Requested
13,000	20,000	20,000	22,500	16,270	(6,230)

Program Reporting Required:

Six Month & Annual Reports

Financial Reporting Required:

Financial Statements Prepared by Board

Notes:

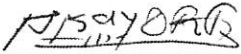
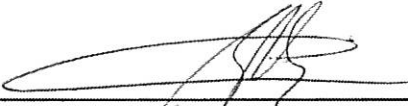
Per the FCSS program handbook: transportation expenses, program survey and volunteer gifts are ineligible expenses.

Per the FCSS program handbook, gifts are an ineligible expense. Administration will advise this organization that under the 'Gifts, ads, information packages, etc.' budget line, 'gifts' will be considered ineligible.

Budget Line Description	2018 Budget	2018 Grant Request	2018 Recommended
Revenues			
2018 Community Development Grant	22,500.00	22,500.00	16,270.00
CAE Contributions	2,500.00	-	-
Total Revenues	25,000.00	22,500.00	16,270.00
Expenses			
Conference Room	2,600.00	2,600.00	2,600.00
Catering Services	3,100.00	3,100.00	3,100.00
Gifts, Ads, Information package, etc.	2,312.00	2,312.00	2,312.00
Gifts for instructors, mentors & guest speakers	2,350.00	2,350.00	-
Catering Services	4,780.00	4,780.00	4,780.00
Pamphlet, documentation, information package, etc.	2,478.00	2,478.00	2,478.00
Operational cost	2,500.00	-	-
Administration Fee	1,000.00	1,000.00	1,000.00
Transportation Expenses	1,500.00	1,500.00	-
Entire program survey	2,380.00	2,380.00	-
Total Expenses	25,000.00	22,500.00	16,270.00
Total Surplus (Deficit)	-	-	-



2018 Community Development Grant
Part A - Organization Summary

Organization Name:	CENTRE D'ACCUEIL ET D'ETABLISSEMENT DE NORD DE L'ALBERTA
Mailing Address:	Street Address: 1C.A Knight Way City/Hamlet: FORT MCMURRAY Province: ALBERTA Postal Code: T9H5C5
Phone Number:	(780) 750-7779
Email Address:	kouame.a@lecae.ca
Website Address:	www.lecae.ca
Main Contact Name:	Name: Georges Bahaya Title: Executive Director Daytime Phone: (780) 669-6004 Email Address: georges.b@lecae.ca
Board Chair / President:	Name: Paul Dube Daytime Phone: (780) 248-1684 Email Address: pdube@ualberta.ca
Is your organization registered as a not-for-profit society or corporation? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Registration Number: 5111911623	Act Registered Under: <input checked="" type="checkbox"/> Societies Act (Alberta) <input type="checkbox"/> Companies Act (Alberta) <input type="checkbox"/> Canada Not-for-profit Corporations Act
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)
Ferdinand, Kay _____ Print Name	Georges Bahaya _____ Print Name
2018-01-12 _____ Date: (Year-Month-Day)	2018-01-12 _____ Date: (Year-Month-Day)



Part B - Board Questionnaire

Is your organization receiving the Community Operating Grant in 2018? Yes ☐ No ☒

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?

-The board members meet every month and during each meeting a financial and activities reports are presented and discussed to make sure that everything is on the right path according to our strategic plan and logic model as well .
- we are examining the possibility of getting our charity number for fundraising and filling for casino license

Organization's most recent Fiscal Year End date (YYYY-MM-DD): 2017-03-31

Unrestricted bank balance at 2017-03-31 \$ 132,073.00

(Unrestricted bank balance: Accumulated surplus that the Board has not set aside for a particular purpose)

Total Expenses from your Financial Statements Ending 2017-03-31 \$ 1,457,750.00

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

No,our organization haven't got a financial reserves greater than the last year's operating expenses .

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

There are no restrictions on becoming a member of our organization or participating in programs or services

Minimum number of board members according to bylaws: 9

Number of board members: 2017: 10 2016: 10 2015: 9

How often does the Board of Directors meet? every month



Please list your current Board of Directors:

Name	Board Position	Years on Board
Paul,Dube	Chair	9.00
Claudio,Mussumi	Vice-chair	7.00
Anne-José, Villeneuve	Director	2.00
Ferdinand, Kay	Director	2.00
Lisette, Trottier	Director	2.00
Patrick Ferdinand, Novella	Director	2.00
Alain, Bertrand	Director	2.00
Kyrsti, MacDonald	Director	1.00
Nabiha, Abass	Director	1.00
Somnoma Valerie, Ouedraogo	Director	1.00

Are any Board member/s 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

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 Community Facilities & Investment Manager, at 9909 Franklin Avenue, Fort McMurray, AB T9H 2K4 or at (780) 743-7918.

Part C - Proposed Program / Project

The Family and Community Support Services (FCSS) grant is used to support the design and delivery of preventive social services programs that promote and enhance the well-being of individuals, families and communities. The link to the regulations can be found here:

http://www.qp.alberta.ca/1266.cfm?page=1994_218.cfm&leg_type=Regs&isbncln=9780779786756&display=html

1. Program/Project Description

Program/Project Name: INTEGRATION SERVICES FOR NEWCOMERS

Beginning Date: 2018-01-01 Completion Date: 2018-12-31

General program/project description:

Our mandate is to provide French-speaking newcomers with services that will successfully contribute to their settlement and integration in the Wood Buffalo region. As a result, the ongoing programs had a real impact on newcomers. It will allow them to make this region their permanent home again and be more comfortable and confident in preventing any barrier that may arise in their new lifestyle. The reason for our fund request is to host workshops and activities that will facilitate the integration of French-speaking newcomers into Canadian society (in both official languages) in the following 4 streams :

A-Building Relationships between newcomers and citizens (long-time resident)

B-Newcomers engagement within the community (volunteering)

C-Strengthen Youth and children (stress post-wildfire)

D-Strengthen the newcomers families (women mental health and stress post-wildfire etc..)

Target Group (choose all that apply):

- | | | | |
|--|--|---|---|
| <input checked="" type="checkbox"/> Ages 0 - 5 | <input checked="" type="checkbox"/> Ages 10 - 12 | <input checked="" type="checkbox"/> Adults | <input checked="" type="checkbox"/> Families |
| <input checked="" type="checkbox"/> Ages 6 - 9 | <input checked="" type="checkbox"/> Ages 13 - 18 | <input checked="" type="checkbox"/> Seniors | <input checked="" type="checkbox"/> Community Development |

How does your program/project support the following FCSS program outcomes: Prevention, Local Autonomy, Volunteerism, Accountability and Community Development?

Select one or more of the following:

- ☒ help people to develop independence, strengthen coping skills and become more resistant to crisis;
- ☒ help people to develop an awareness of social needs
- ☒ help people to develop interpersonal and group skills which enhance constructive relationships among people
- ☒ help people and communities to assume responsibility for decisions and actions which affect them
- ☒ provide supports that help sustain people as active participants in the community

Explain how this program is preventive in nature and enhances the social well-being of individuals and/or families :

This program is preventive in nature because of the important topics developed for workshops and activities that will be designed to tackle multiples issues. The program aims at increasing public awareness, and action around issues and difficulties identified within the families and the community .

Strengthen Partnerships with different platforms will allow us to develop strong cases and collaboration, to increase the resources available to the project success.

On one hand, having access to more resources or doing referrals to any resources available up here, reduce and limit newcomer struggle. On another hand, the program will reduce the isolation and increase newcomers involvements as volunteers. They will feel a sense of belonging to the community and therefore their social well-being will be increased.

What is the community need that the program/project will address? How was the need determined? How will the program/project address this need?

1- Collecting information from our data bases and statistic, Women with children at young age have been identified as persons in huge need within the community. For this fiscal year, we are planning to work in partnership with some organizations to strengthen their self-esteem but also their well-being. As is occurring in other dimensions since the wildfire the emphasis on women health and safety has to be move to prevention. Risks will be assessed to eliminate or minimize the impact.

2-In depth need assessment made by our settlement practitioners for each client. However we have identified major needs with children, youth as well as women. To tackle those needs, we will work in partnership with school districts in order to add more support to those children in need. But we have also tools that have been developed.

3-The one-on-one service has help recognize that newcomers need old residents to move their integration forward.

4-Newcomer engagement will support families through volunteering opportunities

What evidence would support this approach (research, best practices, etc.)?

Since 2010, the CAE has been running multiple community programs. And we have been recruiting different skills and languages among our staff members. But also employees received training every year from the AAISA (Alberta Association of Immigrant Serving Agencies). Collaboration is a key element for our organization in order to strengthen partnership. Each client has a physical file and we used data base, social media to organize and track every details of works. On top of this reports, challenges and success will be shared. Survey and/or focus group can be implemented to share the best practices and also having a feedback from newcomers, participants will be numbered.

2. Partnerships & Support

What other community groups are you working with and in what capacity?

Since 2010, the CAE has been working with many organizations within the region to satisfy newcomers needs in Wood Buffalo. However we are working with different organizations:
 *The CAE is active member of the NIN group and the steering committee as well
 *The CAE is member of the social recovery task force (Clothing subcommittee)
 We also collaborate with organizations as well as 5 different schools and 3 district schools :
 -Royal Canadian air cadets (Escadron 868 Rotary) (Presentation)
 -MCA(Multi-cultural Association) (conferences Human rights day, Expo etc..)
 -ACFA(Presentation and workshops)/ Filipino community /Bengalie community(Presentations) etc
 -YMCA(Immigrant conference, Syrian refugee application ,referral ,etc..)
 -Alberta Health ,HIV SOCIETY (workshops and presentations)
 -Fort McMurray Public school, Fort McMurray catholic school and Conseil scolaire centre nord
 -UNITED WAY (Venues) -Oil Sands Discovery centre (venue)
 -Safe community (we love winter here) etc.....

3. Previous Funding

List all previous grants received during the past three years from the Community Development Grant, another grant program through the Municipality, or another group in the space provided below:

Source	Amount	Type (i.e. donations, grants)	Year
1.FCSS	\$ 20,000.00	GRANTS	2017
2.FCSS	\$ 20,000.00	GRANTS	2016
3.FCSS	\$ 13,000.00	GRANTS	2015
4.FCSS	\$ 20,000.00	GRANTS	2014
5.JOINT INITIATIVE	\$ 5,000.00	GRANTS	2013



4. Project / Program Budget

Please be advised that although your organization's fiscal year may not run January - December, that is the funding period of the Community Development Grant. The following content must only relate to the period of January 1 - December 31, 2018.

Please list all sources of funding separately and name the source of all grants and other income. Do not include this grant application as a source of revenue.

Projected Income	Revenue January - December 2018
Project/Program Income (Fees, rental, admissions, etc.)	
Provincial Assistance	
Federal Assistance	
Casinos/Bingos	
Donations	
Grant from: Regional Municipality of Wood Buffalo	22,500.00
Grant from:	
Grant from:	
Other: CAE - Contributions	2,500.00
Other:	
Other:	
Total (A)	\$ 25,000.00

Please enter the entire program expense for each line item in Column B (Total Program Expenses).

Please enter the requested grant portion of the expense in Column C (Requested RMWB Grant).

The following content must only relate to the period of January 1 - December 31, 2018.

Projected Expenses Type of Expense	B Total Program Expenses Jan - Dec '18	C Requested RMWB Grant Jan - Dec '18
Section 1: Building relationships and Section 2: Volunteer Training		
* Conference Room	2,600.00	2,600.00
* Catering services	3,100.00	3,100.00
* Gifts, ads, information package, etc.	2,312.00	2,312.00
Section 3 : Information Integration Workshops		
* Gifts for instructors, Mentors and guest speakers	2,350.00	2,350.00
* Catering services	4,780.00	4,780.00
* Pamphlet, documentation, information package, etc.	2,478.00	2,478.00
* Operational Coast	2,500.00	
* Administration Fee	1,000.00	1,000.00
* Transportation expenses	1,500.00	1,500.00
* Entire program survey	2,380.00	2,380.00
Total (D)	\$ 25,000.00	
Shortfall (including Grant Request) (A-D)	\$ 0.00	
TOTAL GRANT REQUEST *		\$ 22,500.00

*Total Grant Request cannot be higher than projected Deficit

5. Outcomes

How will you evaluate the success of your Program/Project?

There is several ways to evaluate the success of our program
First, each client will be registered and added in our data base to generate output for different reports. Also those statistics will help us identify the KPI (Key performance indicator)
Some of the tools use after the workshops are surveys to the topic and the presentation as well
Most of the time follow up is made to reach out to newcomers and get their feedback on project
Second the one-on-one process gives accurate information to improve the need assessment for newcomers and also gauge their feelings and feedbacks .
There is possibility to having a focus group in order to evaluate the success of our program in general .
However we can have a ROSI(Return on social Investment) as well.
In conclusion those tools will be included in our logic model.

6. Additional Information

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

The CAE has been operating in Alberta since 2003 and the success of his programs, guide the employees to do more than it expected .
However, in Wood buffalo region , the local branch has been following the same path in order to satisfying the clients' needs and making sure that the logic model is well implemented in time and within the budget .

In addition we would like to acknowledge the great leadership of the Regional Municipality of Wood Buffalo and the excellent support from the community services and community strategies .

7. Required Attachments for Application

The following attachment **MUST** accompany your application. Failure to submit the following will result in your application being deemed incomplete.

☐ Financial Statements of most recent fiscal year

	ORGANIZATION: CENTRE D'ACCUEIL ET D'ETABLISSEMENT DU NORD DE L'ALBERTA	
	PROGRAM NAME: INTEGRATION SERVICES FOR NEWCOMERS	TIME FRAME: January 2018- December 2018

INPUTS		ACTIVITIES		OUTPUTS	SHORT TERM OUTCOMES	INTERMEDIATE OUTCOMES	Long Term OUTCOMES
Full time Staff <ul style="list-style-type: none"> Coordinator Counsellors In school settlement Assistant 		Workshops Information, Orientation and Referrals <ul style="list-style-type: none"> Clients' intake Assessment and identification of generic/specific needs. Identification of generic settlement and specific needs Referral to appropriate services based on identified needs <ul style="list-style-type: none"> Staff collect client information, and conduct needs assessment Staff members provide information, orientation and supportive counseling to individuals and groups. Staff provide personal & social support Community Connections <ul style="list-style-type: none"> Staff prepare cross cultural events designed to increase exchange of information between newcomers and established residents in order to enhance understanding, tolerance and respect to each 		<ul style="list-style-type: none"> 200 volunteer hours 300 participants 12 meetings <ul style="list-style-type: none"> 8 workshops 100 Referrals 300 Clients served 	Local autonomy Newcomers and citizens will find additional resources to their needs clients will feel more valuable in the community, and start becoming more helpful to their family and the community at large Local autonomy Clients feel they can make decision and interact independently Client feel they will develop their skill and socialize Newcomers feel that they are better equipped	<u>Local autonomy</u> Increase awareness about the life in wood buffalo Increase social wellbeing among women and families <u>Community development</u> Increased requests for community activities Increase activities between newcomers and old residents <u>Prevention</u> Clients feel that they are better equipped to cope with crisis and be independent Clients are meeting their needs with increased self-reliance and are connected and contributing to their	<ul style="list-style-type: none"> ✓ <u>Accountability</u> Strengthen youth and women within newcomers families ✓ <u>Local autonomy</u> Increase awareness about the life in wood Buffalo Region Increase social wellbeing among newcomers ✓ <u>Community development</u> Increased requests for community activities Increase activities between newcomers old resident families ✓ <u>Volunteerism</u> Increased newcomers participation to volunteer activities and recognize their input Create a well know and perpetual Volunteer connection for Immigrant communities
Volunteers 25 volunteers newcomers							
Partners							

