

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	12,000	12,000	-

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

Notes:

Community Code Day & Launch Wood Buffalo - 3rd Annual Community Code Day, 2 day technology workshop and hackathon, 3rd Annual Launch Wood Buffalo innovation conference and community pitch competition.

Budget Line Description	2020 Total Budget	2020 Budget Request	2020 Recommended
Revenues			
RMWB Community Impact Grant	12,000	12,000	12,000
Sponsorship from Suncor Energy Foundation	1,000	-	-
Sponsorship from FMPSF	2,500	-	-
Sponsorship from Alberta Innovates	3,000	-	-
RBC	1,000	-	-
ATB	1,000	-	-
My IT Pro	1,000	-	-
Bouchier Group	1,000	-	-
S. Millard Accounting	500	-	-
Total Revenues	23,000	12,000	12,000
Expenses			
Meals and Refreshments	5,000	2,500	2,500
Program Materials and Prizes	7,500	5,500	5,500
Professional and Service	8,000	2,500	2,500
Fees	1,500	1,000	1,000
Printing	1,000	500	500
Total Expenses	23,000	12,000	12,000
Total Surplus (Deficit)	\$ -	\$ -	\$ -

2020 Community Impact Grant - Community 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 - Community 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)

Community 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

Community 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.

Community Events

Part C - Proposed Event Details

12. **Event Name:** Community Code Day and Launch Wood Buffalo

13. **Beginning Date (YYYY-MM-DD):** 2020-01-03

14. **Completion Date (YYYY-MM-DD):** 2020-11-30

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: Community events that encourage innovation and entrepreneurship

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)

Community Code Day

This is an event to encourage the community to embrace and utilize technology for innovation. The Community Code Day took place for the first time in May of 2018 with few workshops leading up to it. This event was hosted by Youth Computing, BrainSTEM Alliance and the Wood Buffalo Regional Innovation Network at Keyano College. The event welcomed community members who attended a technology conference. The theme this year was Arts and Culture. This two day conference included workshops, speaker series, and a hackathon to conclude the weekend. Breakfast and lunch along with swag (t-shirts, USBs, notebooks, etc.) were presented to all participants. The 2nd Annual Community Code Day took place on April 27th & 28th, 2019. This 2 day technology conference and hackathon invited community members from all over Wood Buffalo and was Health and Wellness themed. The 2020 event will take place in a similar format with a new theme, to be determined.

Launch Wood Buffalo

Launch Wood Buffalo, Fort McMurray's first innovation conference including a community pitch competition, took place on November 3, 2018. The goal of the event was to provide a learning and networking platform to aspiring entrepreneurs in the community.

As a result of observation and some feedback, 2019/2020 version of this event will have a slightly different format. Instead of the workshops being on just a day, we will have monthly workshops leading up to the pitch competition. We feel that this will give more people an opportunity to learn and participate throughout the workshops and better prepare for the final event. This will also increase the visibility of the event whilst providing us with an opportunity to have impact over a longer time span.

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

Ages 0 - 3:		Adults:	55
Ages 3 - 5:		Seniors:	
Ages 5 - 12:	40	Families:	
Ages 12 - 18:	105		

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

The municipal strategic document mentions the need for supporting and fostering growth and technology in our region under the #3c - Small Business Incubator.

19. How was the need determined?

#3c in within the Municipal Strategic document makes a mention of collaborating with Keyano College to support and foster the growth of innovation and technology incubator at the college. Community Code Day and Launch Wood Buffalo are events that do exactly that.

20. How will the event address this need?

Both events are encourage & support innovation, STEM understanding, and small business incubation, through speaker sessions and panel discussions, hands-on workshops and competitions.

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

Some positive impacts of these programs are:

1. Fostering a culture of innovation in our community
2. Increased understanding of technology
3. Gives kids/youth problem solving and STEM skills from a young age
4. Encourages youth and young adults to pursue entrepreneurship in our region
5. Provides an accessible platform for discussions, learning, and promotion of technology and innovation

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

N/A

23. If identified in question 22, 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.*

N/A

24. What does/will a successful event look like?

We will consider these programs successful when:

- 1) Attendance includes a representative sample of our community
- 2) When participants have learned new things regarding about coding and entrepreneurship at the respective events
- 3) When interest in pursuing STEM is increased
- 4) When # of business ideas generated in our region are increased

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

We will have data collection on attendance and surveys to track number of attendees, number of participants in competition and to collect feedback on demographic data and learnings from the workshops.

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

There are some other programs to teach STEM to youth as well as entrepreneurship to adults, however these events are the only events designed for all ages in our community and bridge STEM and entrepreneurship to help foster innovation. These events are also the first and only community hackathon and pitch competitions in our region

27. 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, newspaper/print, word of mouth, distribution of posters, and by asking partners to send the program posters to their clientele.

28. The Community Events stream is intended to promote an allied social profit sector within the Municipality. What other community groups or organizations will be involved in the event?

- a. List each community group or organization; and
- b. Define each community group or organization's role.

We will be partnering with:

- 1) Youth Computing: Is involved in planning and execution of the events.
- 2) Wood Buffalo Regional Innovation Network: Is involved in planning, execution, and funding a portion of the events.
- 3) Keyano College: Is the event venue/host
- 4) FMPSD: Planning partner as well as provides a portion of the funds.

And few more organizations will be added to the list once confirmed.

29. The Community Events stream is intended to promote public/volunteer participation in the planning, delivering and governing of community 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. Similarly, these two events will have a various volunteer roles from planning to execution.

The general category of volunteers is as follows:

- 1) Planning Volunteers: Generally Board Members and/or Regional Lead
- 2) Event Day Volunteers: These are Set Up, Tear Down, and During Event Volunteers

Volunteers are always welcome at all of our programs and events. The only requirement we have is that we need Vulnerable Sector Police Clearance Checks.

30. The Community 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.

BrainSTEM Alliance has been funded in the past by the following granting bodies:

1. Association of Professional Engineers and Geoscientists of Alberta (APEGA)
2. Natural Science and Engineering Research Council of Canada (NSERC) - PromoScience Grant
3. Suncor Energy Foundation is a confirmed funder
4. FMPSD
5. Other Medium to Small Businesses

We will be re-approaching funders for continued support. We also plan to obtain sponsorship from local companies as in previous years.

31. Outline any expected in-kind contributions for this event:

1. Keyano College - Activity Space for both events
2. Donated Labour - Skilled and Non - Skilled Volunteers

We might receive more in-kind donations for these two events as launch into event planning.

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.)		<input 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:		<input type="checkbox"/>	<input type="checkbox"/>
Sponsorship from: Suncor Energy Foundation	1,000.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sponsorship from: FMPSD	2,500.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sponsorship from: Alberta Innovates	3,000.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other: RBC	1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: ATB	1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: My IT Pro	1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: Bouchier Group	1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: S. Millard Accounting	500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other:		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Total (A)	\$ 11,000.00		

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 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