

Willow Lake Community Association

2020 Community Impact Grant Analysis

CIP Grant Summary:

2017	2018	2019	2020 Request	2020 Recommended by CIP	Variance Recommended vs. Requested
60,000	54,300	46,800	75,200	20,470	(54,730)

Fiscal Year End	Total Expenses	Unrestricted Net Assets
December 31, 2018	63,417	37,343

Notes:

Multiple programs and projects: Trade show, 881 Rural Crime Watch Association, Volunteer Appreciation Dinner, Workshops/ Program Development/New Events, Board Strategic Planning/Governance/Grants/WLCA-CYA-GLE, Accounting/Legal Service.

Administration reduced program expenses and salary to reflect reasonable support for the programs.

Budget Line Description	2020 Total Budget	2020 Budget Request	2020 Recommended
Revenues			
RMWB Community Impact Grant	75,200	75,200	20,470
Fundraising	1,500	-	-
Total Revenues	76,700	75,200	20,470
Expenses			
Wages	28,700	28,700	2,450
Travel - To Fort McMurray/Meetings/Supplies	2,400	2,400	-
Supplies (Crime Watch) - Office/Events/Courses	5,300	5,300	1,000
Trade Show Supplies	9,000	9,000	9,000
Food/Beverage/Courses/Events	3,900	3,900	-
Events/Courses/ Meeting Space Rental /Phone/Internet	14,100	14,100	4,600
Permits/Registration	750	750	750
Insurance/Events/Courses/Board	750	750	-
Decorations	600	600	-
Instructor Fees	2,000	2,000	-
Instructor Travel Fees	2,000	2,000	-
Instructor Accommodation	600	600	-
Instructor Food/Expenses	600	600	-
Accounting/Legal Fees	6,000	6,000	-
Administration 15%	-	-	2,670
Total Expenses	76,700	76,700	20,470
Total Surplus (Deficit)	\$ -	\$ (1,500)	\$ -

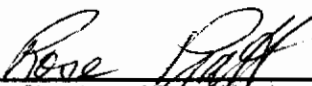
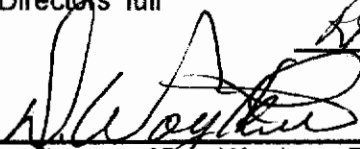
2020 Community Impact Grant - Community Programs and Projects Application for Grant Funding

The grant program under which your organization is applying has specific eligibility requirements. The Application Form should clearly show how the proposed program or project 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 Programs & Projects 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:	WILLOW LAKE COMMUNITY ASSOCIATION										
Declaration: In making this application, we, the undersigned, confirm:											
<ul style="list-style-type: none"> • 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. 	<p><i>Board Member(s) and/or Executive Director Initials</i></p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><u>RP</u></td> <td style="text-align: center;"><u>DW</u></td> </tr> <tr> <td style="text-align: center;"><u>RP</u></td> <td style="text-align: center;"><u>DW</u></td> </tr> <tr> <td style="text-align: center;"><u>RP</u></td> <td style="text-align: center;"><u>DW</u></td> </tr> <tr> <td style="text-align: center;"><u>RP</u></td> <td style="text-align: center;"><u>DW</u></td> </tr> <tr> <td style="text-align: center;"><u>RP</u></td> <td style="text-align: center;"><u>DW</u></td> </tr> </table>	<u>RP</u>	<u>DW</u>	<u>RP</u>	<u>DW</u>	<u>RP</u>	<u>DW</u>	<u>RP</u>	<u>DW</u>	<u>RP</u>	<u>DW</u>
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 <hr/> <p style="text-align: center; font-size: small;">Signature of Board Member (must have signing authority)</p>	 <hr/> <p style="text-align: center; font-size: small;">Signature of Board Member or Executive Director (must have signing authority)</p>										
ROSE PRATT	DARRYL WOYTKIW										
Print Name	Print Name										
2019-09-19	2019-09-19										
Date: (YYYY-MM-DD)	Date: (YYYY-MM-DD)										

Community Programs and Projects Part A - Organization Summary

1. Organization Details

Organization Name:	WILLOW LAKE COMMUNITY ASSOCIATION
Street Address:	7-232 STONY MOUNTAIN ROAD
City/Hamlet:	ANZAC
Province:	ALBERTA
Postal Code:	T0P 1J0
Phone Number:	780-334-2679
Email Address:	s.17 (1)
Act Registered Under:	Societies Act (Alberta)
Registration Number:	5015775538

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

2. Main Contact

Title:	Board Administrator
Name:	Nicole Gardner
Daytime Phone:	s.17 (1)
Email Address:	s.17 (1)

3. Executive Director

Name:	Rose Pratt
Daytime Phone:	s.17 (1)
Email Address:	s.17 (1)

4. Board Chair / President

Name:	Darryl Woytkiw
Daytime Phone:	s.17 (1)
Email Address:	s.17 (1)

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 Programs and Projects 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?

The board reviews the financial position of the board at monthly board meetings and at the Annual General meeting once a year.
 We have applied for Federal/Provincial grants (pending) , and local grant avenues
 We are in the process of obtaining a lottery license to allow us to do fundraising
 We have asked for donations from local business and Industry.

6. Organization's most recent Fiscal Year End date (YYYY-MM-DD): 2019-12-31

Unrestricted net assets from your Financial Statements ending 2019-12-31 \$ 182.71

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

Total Expenses from your Financial Statements Ending 2019-12-31 \$ 54,198.29

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

no

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

- over the age of 18 years
- be a resident of Anzac or Gregoire Lake Estates.
- First Nation 468 position / required to be voted in /director position by First Nation 468

9. Minimum number of board members according to bylaws: 7

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

How often does the Board of Directors meet? monthly

10. Please list your current Board of Directors:

Name	Board Position	Years on Board
Darryl Woytkiw	President	9.00
Curtis Chafe	Vice President	4.00
Chelsey Van Ee	Secretary	2.00
Rose Pratt	Treasurer	7.00
Kevin Tremblay	Director	3.00
Jordon Huppe	Director	2.00
John Fraser	Director	9.00
Brad Callihoo	Director	3.00

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

 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 Programs and Projects Part C - Proposed Program or Project Details

12. **Program or Project Name:** multiple programs and projects listed

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

14. **Completion Date (YYYY-MM-DD):** 2020-12-31

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

15. **What activities will be part of the program or project? Please provide details:**

- a. Use headings if applying for more than one program or project;
- b. List specific activities of each program or project; and
- c. Include details such as location(s), number of sessions, length of sessions, etc.

(additional space continues on next page)

TRADE SHOW -

use of rental space at the Anzac Recreation Centre Field House - Permits -Extreme advertising both in Rural and Urban - Encourage groups/business/service providers and Industry to book tables - work with Economic Development - Promote services/groups/business - event to last approx 6 hours - door prizes/food booths.

881 RURAL CRIME WATCH ASSOCIATION

-Monthly board meetings - RCMP to provide training to board members - RCMP to provide training to residents - information and updates about crime concerns in our area provided by the RCMP to forward on to the community to keep residents informed - create board website to provide accurate and up-to-date information to community
 - work with surrounding rural communities to get involved (join 881 board)
 - work with Willow Lake Metis and First Nation 468 to get involved/join 881 board - meeting space and boardroom available for use by community and RCMP to help promote/hold meetings for this board - work with Provincial Govn't(881 program filed through the Provincial Govn't) in regards to requirements and bylaws - get feedback from groups/residents and RCMP

BOAT AND WATER SAFETY / SWIMMING LESSONS (LAKE)

-hold three boat and water courses per year - open course for both rural and urban
 -hold three weeks swimming instruction (summer time/at lake)
 -Emergency/boat and water Instructor/team - Swimming instructor
 - Rental space - CYS site, building
 -Boat and water instruction on water safety, boat safety and demo on small and large boats
 -3-4 hour sessions-swimming lessons everyday instruction for three weeks (1-2 hr sessions 2-3 times a day)-RCMP member - instruction on boat and water/legal requirements/punishments-advertisein rural and urban supplies/snacks/beverages

15. (Continued from previous page)

VOLUNTEER APPRECIATION DINNER

To have a dinner for volunteers to show appreciation for being a strong, important part of the boards, groups, organizations and community. We would not be able to continue without the time and dedication from our community volunteers. - the dinner will be held at the end of 2020 - the dinner will be held at available rental location - gifts of appreciation will be given to volunteers - family members of volunteers will also be invited to the dinner.

WORKSHOPS/PROGRAM DEVELOPMENT/NEW EVENTS for the WLCA Board

- 2-8 hour sessions
- 2 workshops for program development/new events (WLCA, CYS, GLE will be attending)
- local boards welcome to attend to provide input
- instructors
- meeting space rental

BOARD STRATEGIC PLANNING/GOVERNANCE/GRANTS/WLCA-CYS-GLE

- to educate, train WLCA, CYS and GLE board members
- 4 days, 8hr sessions
- meeting space rental
- instructors
- board training (governance, grants)

ACCOUNTING/LEGAL SERVICES

- Yearly accounting reporting to RMWB
- 2020 increase in accounting needs
- accounting and legal needs as arises
- year end reporting

16. What objective(s) of the Community Program and Projects stream does this program or project address? (Check all that apply)

- To provide a program or project that enhances leisure, cultural, recreational opportunities and/or
- To support the design and delivery of preventive social service programs that promote and enhance the well-being of individuals, families and communities;
- To promote programs or projects that address, as directly as possible, any one of the 94 Calls to Action in the Truth and Reconciliation Commission report;
- To promote and support community capacity and economic growth;
- To facilitate and promote investment in local projects by residents;
- To enrich the cultural landscape of the Municipality; and/or
- To create/maintain a program for recruiting, training and using volunteers.

17. Describe, in detail, how the program or project will meet and address each objective selected above. (additional space continues on next page)

If the Calls to Action objective is selected, please identify the Call to Action and include the following:

- a. *How the Call to Action will be addressed by the activities of the program project;*
- 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 program or project.*

TRADE SHOW The Rural trade Show is to promote and support community capacity, economic growth, investment in local projects and enrich our community by showcasing and promoting the following: non-profit organizations-service groups/service providers/business/Industry-Cultural groups/programs-Spiritual groups/programs-Economic development-social groups/programs.

881 RUAL CRIME WATCH ASSOCIATION program is to provide training, information and awareness within the community. to encourage and promote community involvement to promote and support preventive social service programs that promote and enhance the well-being of individuals, families and communities. Also promotes recruiting of volunteers. Provides more RMWB involvement and presence. Encourages surrounding community involvement and partnership.Promote/ prepare a safer community and to protect residents.

BOAT AND WATER SAFETY COURSE/ SWIMMING LESSONS (LAKE)-the courses will help residents be better informed, prepared and safer when using the lake for swimming or use of recreational equipment. (lake or river)-promote safe water activities, trained - be pro-active in water and boat safety-includes and provides information, training and safety to all ages.

WORKSHOPS.PROGRAM DEV. -Workshops by WLCA, GLE and CYS. Invite local boards to have input -workshop to discuss ideas, design and execution of new events/programs. Members and volunteers working together to identify gaps. Encourage Economic growth. Increase preventative social services programs. Strengthen our community.

BOARD STRATEGIC PLANNING/GOVERNANCE - training sessions (open to other boards) support for board members-increase community well-being and quality of life-promote capacity and growth-facilitate investment in board training, governance/grant writing.

ACCOUNTING/LEGAL SERVICES

-To provide the WLCA board and its sub-committee's the ability to utilize the services needed to provide what is required as a non-profit organization. The ability to fulfill the RMWB and Government requirements as the board grows and the needs for services increase.

17. (Continued from previous page)

VOLUNTEER APPRECIATION DINNER

-The volunteer dinner is to show our support and appreciation for our community volunteers. Continued support and appreciation is important to maintain volunteers on the community boards. We would hope the show of appreciation will encourage others to volunteer and get involved in the local community boards.

The rural communities have always relied on a strong volunteer team and we wish to keep it going for years to come. The board members are always promoting community engagement and the recruitment of volunteers.

18. How many participants are expected to benefit from the program or project? Please identify them in the table below.

Ages 0 - 3:	75	Adults:	1,000
Ages 3 - 5:	100	Seniors:	200
Ages 5 - 12:	150	Families:	300
Ages 12 - 18:	200		

19. What is the community need that the program or project will address?

TRADE SHOW-encourage and promote Economic growth and Development
 -showcase and support business -promote groups, organizations and programs
 881 RURAL CRIME WATCH ASSOCIATION-the need to work with and have further help and assistance from the RCMP-the need to have a safer community- keep the community informed and get involved BOAT/WATER/SWIMMING- Teach safety for boat and water recreational activities-help prevent injury/death - teach lake/swimming lessons to help residents be safe. VOLUNTEER/APPREC-to show volunteers our appreciation for their time and efforts. WORKSHOPS/DEV/NEW -The need to identify gaps and not duplicate or overlap increases and has been brought to the boards attention by the community, and identify new events. BOARD PLAN/GOV/GRANTS-need to develop and train boards for proper governance and grant writing to allow growth ACCOUNT/LEGAL - as grant writing, governance and needs increase (reporting) the need for accounting and legal/services increase

20. How was the need determined?

TRADE SHOW-The Rural communities struggle with needed services and business. It is important that the Community board supports and showcases what is available and promote. BOAT AND WATER SAFETY COURSES/SWIMMING LESSONS(LAKE)-Increasing number of accidents/issues/and deaths in local lake and rivers.881 RURAL CRIME WATCH ASSOCIATION can't increase in crime -concern increasing for residents safety VOLUNTEER APPRECIATION DINNER-Volunteers have been needed and a large part of the community for over 40 yrs. The need to show appreciation has always been a big part of the boards to maintain strong volunteer boards and recruitment.WORKSHOPS/DEV/NEW - As the board grows the realization has show the board needs to train and grow to find new events/no gaps. BOARD STRAT/GOV/GRANTS- as the board grows the need is there to find new avenues of financial aid and proper board growth and governance. ACCOUNT/LEGAL-As reporting requirements increase (CIP, Grants) etc the need for account/legal services is needed to grow.

21. How will the program or project address this need?

TRADE SHOW-The Trade Show gives residents of rural and urban communities a chance to see what is available locally and in the Region. - All booths are from the Region of Wood Buffalo and surrounding areas, both rural and urban (support local) - booths showcase what is available in regards to products, social programs, cultural programs, spiritual programs and supports potential Economic growth. 881 RURAL CRIME WATCH ASSOCIATION-have a stable long term program/board committed to the safety and crime issue in the community - stronger partnership and presence of the RCMP - support from the RMWB and the Provincial Government-community engagement and involvement. BOAT AND WATER SAFETYCOURSES / SWIMMING LESSONS (LAKE) Provide proper care, instruction on use of recreational vehicles on rivers and lakes. Provide proper instruction and information on safety precautions for swimming in lakes and rivers. Be informed of legal requirements/safety requirements and outcomes of violations of use of boats on lakes/rivers.VOLUNTEER APPRECIATION-Provide an appreciation dinner, which includes volunteer families. - A special evening just for Volunteers to celebrate their time and efforts. - For the community to say "Thanks" to the volunteers and their families. WORKSHOPS/DEV/NEW- Identify needs-address service needs-no overlap -no duplication -board growth, new events, continued volunteer recruitment and support BOARD STRAT/GOVERN/GRANTS-increase communication-trained board, promote board growth- ability to find alternative sources of funding-work together with local boards to support each other. ACCOUNT/LEGAL SERVICES- increase our ability to have access to accounting and legal services to move forward to finding funding through Government sources and provide the correct required documents.

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

TRADE SHOW-community will learn and utilize what is available locally and in urban areas. - to promote groups and business to allow for growth - to promote Economic growth in the region - to get feedback as to what and where we can improve services and business in region.881 RURAL CRIME WATCH ASSOCIATION-stronger relationship with the RCMP - safer community - residents trained and informed - community working together and being involved -decrease in crime BOAT AND WATER SAFETY COURSE/SWIMMING LESSONS (LAKE) -be prepared - be informed - be trained/proper instructionsafer, less or no accidents or deaths continued and increased recreational and enjoyment of lake and rivers in a safe manner. VOLUNTEER APPRECIATION DINNER-to have our volunteers feel appreciated and needed -encourage the continuing efforts of current volunteers and encourage others to volunteer. -to show community that volunteers are respected, valued and appreciated. WORKSHOPS/DEV/NEW - improved execution of programs. support among local boards. increased support, assistance and use of volunteers. identify gaps, overlap and new events,programs,projects. wider range of offered programs. improved communication with the community. BOARD STRAT/PLAN/GOVERN/GRANTS -trained volunteer board members, strong team. better quality of information and communication to communities. Stronger board knowledge, capabilities of looking for other sources of funding and knowledge of grant writing. The increase in financial assistance allows for an increase in the capacity to provide an increase in programs, projects, services and new events. ACCOUNTING/LEGAL- Use of accounting and legal services allow the board to increase there transparency and correct information provided to to the community. allows correct financial and other required reporting to be correct and professionally done, both to community and RMWB.

Part of the CPP Stream is funded through a partnership with the Government of Alberta to provide support for the design and delivery of preventative social services programs that promote and enhance the wellbeing of individuals, families and communities.

To determine if the program, project or service meets the Family and Community Support Services (FCSS) program outcomes of Prevention, Local Autonomy, Volunteerism, Accountability, and Community Development, please answer the following:

23. Is the program, project or service preventative in nature? Does it enhance the social well-being of families and individuals? Does it have preventative social outcomes?

If yes, please explain. If no, leave blank.

881 RURAL CRIME WATCH ASSOCIATION yes-the program is preventative in nature - helps prevent crime in the community-helps community to be prepared and trained to identify community safety concerns and what to do when a crime is taking place (to help prevent harm/injury)-residents feel safer and prepared-stronger community working together -stronger relationship with RCMP-community is informed and up-to-date at all times
 BOAT AND WATER SAFETY COURSE/SWIMMING LESSONS (LAKE) the programs are preventative in nature - prevent injury/death-keeps families, residents safe, informed, trained and able to enjoy swimming, water and boat recreation activities safely on lakes and rivers.
 VOLUNTEER APPRECIATION DINNER yes, in enhances the social well-being of individuals by volunteering and being a part of the community and involved. the dinner shows appreciation for individuals providing their time and efforts to improve the community as a whole.
 WORKSHOPS/DEV/NEW- yes-prevents gaps in services-prevents overlaps/duplication of projects, programs,events. Prevents conflict within community. Holds boards accountable for communication and support within the community. BOARD STRAT/GOVERN/GRANTS- yes-prevents mis-communication-prevents the boards relying on just the funding from the RMWB. increases board options to bring in social programs/enhance the social well-being of the community. Helps the board to be pro-active in providing needed programs, projects and events. ACCOUNTING/LLEGAL-The use of accounting and legal services allows the board to handle finances and reporting professionally so as no problems in the future. Allows for support and assistance for grant writing and board governance.

24. Does the program, project or service:

- Help people develop independence, strengthen coping skills and become more resistant to crisis?
Yes No
- Help people develop an awareness of social needs?
Yes No
- Help develop interpersonal and group skills which enhance constructive relationships among people?
Yes No
- Help people and communities to assume responsibility for decisions and actions which affect them?
Yes No
- Provide supports that help sustain people as active members of the community?
Yes No

25. Is the program, project or service:

- Primarily a recreation, leisure, entertainment or sporting activity or event?
Yes No
- Offering direct assistance, including money, food, clothing or shelter, to sustain an individual or family?
Yes No
- Primarily rehabilitative, therapeutic or crisis management?
Yes No
- A duplication of services provided by any level of government?
Yes No
- A capital expenditure such as the purchase, construction or renovation of a building or facility?
Yes No

26. What does/will a successful program or project look like?

TRADE SHOW

- increased number of booths registered - increase number of attendees to event
- feedback from vendors - increased knowledge to attendees of what is available
- strong feedback to vendors from attendees

881 RURAL CRIME WATCH ASSOCIATION

- safer community - community working together -decrease in crime
- working relationship with RCMP - strong board and program
- surrounding rural communities joining the team

BOAT AND WATER SAFETY COURSES/ SWIMMING LESSONS (LAKE)

- decrease in injury/accident/death resulting from recreational use of rivers and lakes
- continued enjoyment of water related recreational activities
- increase in awareness of water/boat safety and legal obligations
- increase in residents taking swimming lessons for lake and river swimming
- decrease in injury/accident/death as a result of swimming in lakes and rivers

VOLUNTEER APPRECIATION DINNER

- residents continuing to be volunteers and members of community boards to serve and support their community.
- volunteer support helps improve community programs, events and services.
- continuing recruitment of new volunteers
- volunteers knowing they are respected and appreciated

WORKSHOPS/PROGRAM DEVELOPMENT/NEW EVENTS-WLCA-CYS-GLE

- boards and members working together - increase in support and communication - increase in volunteers -boards informed -community informed - no overlap/duplication -increase in new programs, projects, services and events that improve and benefit the community

BOARD STRATEGIC PLANNING/GOVERNANCE/GRANTS - WLCA-CYS-GLE

- members and board collaboration - increase in board support to community - increase in volunteer support - board trained in governance(improves board capabilities) board trained in grant writing (increase in funding sources)

ACCOUNTING/LEGAL SERVICES - ongoing support for board requirements/ assistance

27. How will the program or project's success be measured (e.g., surveys, evaluation, longitudinal studies)?

- | | |
|--|---|
| -attendance - surveys | -board member attendance |
| -attendee feedback | - stronger programs, events |
| -number of vendors/feedback | - increase in grant writing/funding options |
| -course attendance | |
| -group/organization feedback | |
| -community involvement and feedback | |
| -social media | |
| -RCMP feedback - decrease in crime | |
| -decrease in water accidents/injury/death | |
| -increase in volunteers - feedback from volunteers | |

28. Does the program or project duplicate or overlap with other programs or projects offered in the community? How is this organization's program or project unique?

The Rural trade show is the only one in our community
 881 Rural Crime Watch -do not have a program of this type in the community.
 Boat and water safety course/swimming lessons (lake)
 no duplication - first time boat and water safety course was offered was in June (by WLCA)
 Swimming lessons in the lake have not been offered for many years
 VOLUNTEER APPRECIATION DINNER
 only appreciation dinner put on for board and fire department volunteers
 WORKSHOPS/PROGRAM DEVELOPMENT/NEW EVENTS-WLCA-CYS-GLE -only one for our board
 BOARD STRATEGIC PLANNING/GOVERNANCE/EVENTS-WLCA-CYS-GLE-only one for our board
 ACCOUNTING /LEGAL SERVICES - for our board reporting

29. How will the program or project be promoted/advertised?

(Successful programs or projects 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.

all programs and projects are advertise through the following avenues:

- through WLCA and local groups
- RMWB avenues (MAC calendar)
- Economic Development
- newsletters
- posters
- word of mouth
- radio
- social media
- RCMP
- signs in community
- invitations to boards
- in both rural and urban

volunteer dinner is by invitation.

- 30. The Community Programs and Projects stream is intended to promote an allied social profit sector within the Municipality. What other community groups or organization will be involved in the program or project?**
- a. List each community group or organization; and
 - b. Define each community group or organization's role.

The following groups/organizations will be involved / invited in our programs, projects or events by:
providing information/contacts, partnering, sponsoring, help advertising, participating or volunteering

AFCSS JR. LEADERS

GLE

WLTT

AR&SS

Anzac Fire Department

Willow Lake Metis

First Nation 468

Local Business

Industry

RMWB

Waypoints

groups in RMWB services, programs, departments

JANVIER/CONKLIN

everyone is invited to be involved in some way or participate.

- 31. The Community Programs and Projects stream is intended to promote public/volunteer participation in the planning, delivering and governing of community programs and projects. How will volunteers be involved in the proposed program or project?**

The board members of the WLCA, CYS, 881 Rural crime Watch are all volunteers and will help promote, set up and execute all projects, programs and events.

All other local groups that will be invited to join will include their volunteer board members. The residents that wish to be part of the team will also volunteer their time and efforts to make the projects, programs and events a success.

We will be honoring the volunteers at the appreciation dinner.

Workshops will discuss the recruitment of volunteers

Governance and Grant writing will encourage community volunteers to attend to encourage training for future board members and or assistance.

- 32. The CPP 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 find other sources of funding for our projects and programs through:

donations
grants (Federal, Provincial)
local grants
sponsorships
partnerships
fundraising

- 33. Outline any expected in-kind contributions for this program or project:**

We have had contribution for our boat and water safety course in June 2019.
We hope to have in-kind contributions for our boat and water safety/swimming courses.

Program or Project Budget

34. 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 the program or project and whether or not it is in progress (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
Project/Program 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: First Nation 468		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Donation from: Industry		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Donation from: Willow Lake Metis		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grant from: Provincial Government		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grant from:		<input type="checkbox"/>	<input type="checkbox"/>
Grant from:		<input type="checkbox"/>	<input type="checkbox"/>
Sponsorship from: local groups		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sponsorship from:		<input type="checkbox"/>	<input type="checkbox"/>
Sponsorship from:		<input type="checkbox"/>	<input type="checkbox"/>
Other: fundraising (getting lottery licence)	1,500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: attendance to course (donations)		<input checked="" 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)	\$ 1,500.00		

35. Please be advised that regardless of the organization's fiscal year, the funding period of the Community Impact Grant is January to December. As such, the following content must:
- **Include only expenses related to the program or project contained in this grant request; and**
 - **Only include anticipated expenses to be incurred from January to December 2020.**

Please include all of the expense related to this program or project, even if it is fully funded by other funders.

Column 1 shall contain all of the types of expenses for the program or project, even if not part of the grant request.

Column 2 shall contain only the portion of the expense being applied for from the Community Impact Grant. The total of **Column 2** must match the Total Grant Request and cannot be greater than \$100,000.

Column 3 shall contain only the portion of the expense being funded through other sources of funding.

Column 4 is automatically calculated and should total the entire anticipated cost of the program or project.

Total Projected Revenue (from Page 15) (A)

1	2	3	4
Type of Expense	Requested RMWB Grant	Other Funders	Total Program Expenses
TOTAL FOR ALL REQUESTS (INFO PAGE ATTACHED)			0.00
			0.00
WAGES (ALL REQUESTS LISTED)	28,700.00		28,700.00
			0.00
TRAVEL - To Fort McMurray/Meetings/supplies	2,400.00		2,400.00
			0.00
SUPPLIES - OFFICE/EVENTS/COURSES	5,300.00		5,300.00
			0.00
TRADE SHOW SUPPLIES	9,000.00		9,000.00
			0.00
FOOD BEVERAGES / COURSES/EVENTS	3,900.00		3,900.00
			0.00
EVENTS/COURSES/MEETING SPACE RENTAL			0.00
OTHER ADMIN (PHONE /INTERNET)	14,100.00		14,100.00
			0.00
PERMITS/REGISTRATION (881)	750.00		750.00
			0.00
INSURANCE / EVENTS/COURSES /BOARD	750.00		750.00
			0.00
DECORATIONS	600.00		600.00
			0.00
INSTRUCTOR FEES	2,000.00		2,000.00
INSTRUCTOR TRAVEL FEES	2,000.00		2,000.00
INSTRUCTOR ACCOMODATION	600.00		600.00
INSTRUCTOR FOOD/EXPENSES	600.00		600.00
			0.00
ACCOUNTING/LEGAL FEES	6,000.00		6,000.00
			0.00
			0.00
			0.00
	\$ 76,700.00	Total (B)	\$ 76,700.00
	Shortfall (including Grant Request) (A-B)		(\$ 75,200.00)

TOTAL GRANT REQUEST (Maximum \$100,000) * \$ 75,200.00

***Total Grant Request cannot be higher than projected shortfall**

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

The WLCA board is an important part of the community. We work together with the residents, local boards and RMWB to identify service and programs needs and work to find and or support the solutions.

As we grow and expand we are able to offer more programs, projects and events that improve and benefit the community.

The WLCA voice also extends to surrounding rural communities. We support all rural communities in the Region.

We are growing in the Region with the future site of Camp Yogi. This will be an important part of the WLCA now and in the future growth of the site.

37. 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)

The following is **OPTIONAL** to this application.

- Project Logic Model (if available)

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)**

TRADE SHOW

	TOTAL
WAGES 8 WEEKS PROGRAM/300 HOURS - X 35	\$ 10,500.00
TRAVEL - To Fort McMurray / meetings/supplies	\$ 1000.00
TRADE SHOW SUPPLIES	\$ 9000.00
EVENT/MEETING SPACE RENTAL/OTHER ADMINISTRATION (PHONE/INTERNET ETC)	\$4600.00
INSURANCE (500) /PERMITS (500)	\$ 1000.00
TOTAL:	\$26,100.00

881 RURAL CRIME WATCH ASSOCIATION

	TOTAL
WAGES 6 hrs per week 6x35x50	\$ 10,500.00
TRAVEL - To Fort McMurray/meeting/supplies	\$500.00
SUPPLIES	\$1000.00
MEETING SPACE RENTAL/OTHER ADMINISTRATION (PHONE/INTERNET ETC)	\$5000.00
REGISTRATION (250) /INSURANCE (250)	\$500.00
TOTAL:	\$17,500.00

VOLUNTEER APPRECIATION DINNER

WAGES 40 hrs total	\$ 1400.00
TRAVEL - To Fort McMurray / supplies	\$300.00
FOOD/BEVERAGES	\$2500.00
SUPPIES (500)/ RECOGNITION (3000) /	\$3500.00
DECORATIONS	\$600.00
EVENT RENTAL SPACE	\$1000.00
TOTAL:	\$9300.00

WORKSHOPS/PROGRAM DEVELOPMENT/NEW EVENTS-WLCA-CYS-GLE

WAGES (4 WORKSHOPS) 80 Hrs. total	\$2800.00
TRAVEL – To Fort McMurray /supplies	\$300.00
COURSE/MEETING SPACE RENTAL (4)	\$1500.00
SUPPLIES (400) /FOOD/BEVERAGE (600)	\$1000.00
TOTAL:	\$5600.00

BOARD STRATEGIC PLANNING/GOVERNANCE/GRANTS-WLCA-CYS-GLE

WAGES 100 hrs total	\$ 3500.00
TRAVEL – To Fort McMurray /supplies	\$ 300.00
MEETING SPACE RENTAL (4 COURSES, 8HRS EACH)	\$2000.00
SUPPLIES (400) /FOOD/BEVERAGES (800)	\$1200.00
INSTRUCTOR FEES	\$2000.00
INSTRUCTOR TRAVEL EXPENSES	\$2000.00
INSTRUCTOR ACCOMODATION	\$600.00
INSTRUCTOR FOOD/EXPENSES	\$600.00
	TOTAL: \$12,200.00

ACCOUNTING / LEGAL FEES

SERVICES FOR THE 2020 YEAR /BOARD INSURANCE (2000)	TOTAL: \$6000.00
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TOTAL : \$76,700.00

WILLOW LAKE COMMUNITY ASSOCIATION

For the Year 01/01/2018 to 31/12/2018

Account 3929 Grant funding account

Assets

Cash - Bank Account:	\$20,431.76	
Equipment:	<u>\$16,911.68</u>	
Total Assets:		<u>\$37,343.44</u>

Liabilities

Accounts payable:	\$0.00	
Bank Loan:	<u>\$0.00</u>	
Total Liabilities:		<u>\$0.00</u>

Income

Fundraising:	\$1,000.00	
Grant/RMWB	<u>\$54,300.00</u>	
Total Income:		<u>\$55,300.00</u>

Disbursements

Office/rent/expenses:	\$14,719.39	
Office supplies:	\$5,566.96	
Programs/Insurance/bank fee	\$4,551.94	
Wages:	\$34,207.16	
Board expenses/travel	<u>\$4,371.84</u>	
Total Disbursements:		<u>\$63,417.29</u>

Approved Statement:

This financial statement has been reviewed and approved by:

DARRYN WYTHKIN
Printed name and signature

ROSEMARIE PRATT
Printed name and signature

President
Position

TREASURER
Position

Oct 3 / 2019
Date

Oct. 3 / 2019
Date

Balance Sheet

WICA

Asset Type	2018	
	Column1	Current Year
Current Assets		20,094
Fixed Assets		18,000
Other Assets		0
Current Liabilities		0
Long-term Liabilities		0
Owner Equity		0
Total Assets		0
Total Liabilities & Stockholder Equity		0
Balance		38,094