

Janvier Dene Wood Buffalo Community Association

2020 Community Impact Grant Analysis

CIP Grant Summary:

				2020 Recommended by CIP	Variance Recommended vs. Requested
2017	2018	2019	2020 Request		
213,000	159,000	143,000	45,000	-	(45,000)

Fiscal Year End	Total Expenses	Unrestricted Net Assets
December 31, 2018	180,931	19,770

Notes:**Art Exhibit, Fishing Derby and Tool Making**

Organization is ineligible due to non-compliance in 2019 Community Impact Grant Agreement.

Budget Line Description	2020 Total Budget	2020 Budget Request	2020 Recommended
Revenues			
RMWB Community Impact Grant	45,000	45,000	-
Sponsorship from CPFN	5,000	-	-
Total Revenues	50,000	45,000	-
Expenses			
Art Exhibit	10,000	10,000	-
Fishing Derby	10,000	10,000	-
Tool Making	30,000	30,000	-
Total Expenses	50,000	50,000	-
Total Surplus (Deficit)	\$ -	\$ (5,000)	\$ -

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: Janvier Dene Wood Buffalo Community Assoc.

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

- 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.

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

<u>Rm H</u>	<u>J</u>
<u>Rm H</u>	<u>J</u>
<u>Rm H</u>	<u>J</u>
<u>Rm H</u>	<u>J</u>
	<u>J</u>

Rosemarie Herman
Signature of Board Member
(must have signing authority)

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

Rosemarie Herman
Print Name

Jules Nokohoo
Print Name

2019-09-23
Date: (YYYY-MM-DD)

2019-09-23
Date: (YYYY-MM-DD)

New Events Part A - Organization Summary

1. Organization Details

Organization Name:	Janvier Dene Wood Buffalo Community Assoc.
Street Address:	110 Janvier Dr.
City/Hamlet:	Chard
Province:	AB
Postal Code:	T6P 1G0
Phone Number:	780 559-0074
Email Address:	[REDACTED] 17(1)
Act Registered Under:	Please Select Societies Act
Registration Number:	5013190789

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

2. Main Contact

Title:	
Name:	
Daytime Phone:	
Email Address:	

3. Executive Director

Name:	Jules Nokahon
Daytime Phone:	780 559-0074
Email Address:	[REDACTED] 17(1)

4. Board Chair / President

Name:	
Daytime Phone:	
Email Address:	

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?

Every 6 months review

We are making a sponsorship package now to get more funding.

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

Unrestricted net assets from your Financial Statements ending _____

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

Total Expenses from your Financial Statements Ending _____

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?

Local resident

9. Minimum number of board members according to bylaws: 5

Number of board members: Currently: 5 2018: 5 2017: 5

How often does the Board of Directors meet? Quarterly

10. Please list your current Board of Directors:

Name	Board Position	Years on Board
Jules Nokahon	President	12 yrs
Laura Emerson	Board member	8 yrs
Rosemarie Herman	Board member	12 yrs
Corona Janvier	Board member	12 yrs
Roselined Best	Board member	1 yrs.

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)		\$50
17(1)	Board member	\$25

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: Art Exhibit, Fishing Derby, Tool Making
13. Beginning Date (YYYY-MM-DD): _____
14. Completion Date (YYYY-MM-DD): _____

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: _____

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)

Art Exhibit (\$10,000)

- 10 local artists
- create displays
- coordinate

Fishing Derby (\$10,000)

- BBQ
- Labor
- Fire, Traditional Ceremonies

Tool Making Event (\$30,000)

- Knife making
- Basket making
- Axe making

Hire Contractors to put on 3 Days of Classes

16. (Continued from previous page)

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

Art Exhibit

- Showcase 10 local artists, create display stands + signage, encourage artists, pride + culture

Fishing Derby

- Never held before in Janvier

Tool Making Festival

- Blacksmithing Show + Classes
-

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

Ages 0 - 3:		Adults:	50
Ages 3 - 5:		Seniors:	30
Ages 5 - 12:	20	Families:	30
Ages 12 - 18:	10		

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

Fun activities to keep people healthy

20. How was the need determined?

Residents ask for more events
- local feedback

21. How will the event address this need?

- Create positive, healthy Fun

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

- Pride
- Healing
- Community spirit
- Fun

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

N/A

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.*

25. What will a successful event look like?

- High attendance
- complete the art exhibit
- hold Fishing derby
- hold 3 Day tool making event

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

- Positive community Feedback

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

No, No similar events held
First time ever for all 3.

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.

Community Calendar, FB
at seniors luncheons

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.

N/A

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?

Set up take down of all events

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.

Sponsorship packages will be sent to all local industry.

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

the items purchased will be re-used + establish private sponsorships

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: CPFN	5000	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sponsorship from:		<input type="checkbox"/>	<input type="checkbox"/>
Sponsorship from:		<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"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>
Total (A)	\$ 0.00		

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

Tool Making Festival
\$30,000

Fishing Derby \$10,000

Art Exhibit \$10,000

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)

**Janvier Dene Wood Buffalo
Community Association**

**Financial Statements
(Unaudited)**

December 31, 2018

Janvier Dene Wood Buffalo Community Association

Financial Statements (Unaudited)

December 31, 2018

	Page
Independent Practitioners' Review Engagement Report	3
Statement of Operations	4
Statement of Changes in Net Assets	5
Statement of Financial Position	6
Statement of Cash Flows	7
Notes to the Financial Statements	8 - 10
Schedule 1 - Regional Municipality of Wood Buffalo Program	11
Schedule 2 - Senior's Horizon Program	12

Independent Practitioners' Review Engagement Report

To the Directors of Janvier Dene Wood Buffalo Community Association

Report on the Financial Statements

We have reviewed the accompanying financial statements of Janvier Dene Wood Buffalo Community Association that comprise the statement of financial position as at December 31, 2018, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioners' Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioners perform procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Janvier Dene Wood Buffalo Community Association as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Janvier Dene Wood Buffalo Community Association

Statement of Operations (Unaudited)

For the year ended December 31,	2018	2017
Revenues		
Regional Municipality of Wood Buffalo (Schedule 1)	\$ 159,000	\$ 209,850
Government of Canada Grant - Senior's Horizon Program (Schedule 2)	22,600	-
Industry funders (Schedule 1)	1,000	3,500
Other funders (Schedule 1)	630	774
Fundraising (Schedule 1)	-	3,625
Revenue deferred from prior year	41,120	-
Revenue deferred to future year	(43,419)	(41,120)
	180,931	176,629
Expenditures		
Advertising and promotion	-	1,612
Board meeting and travel expense	450	9,400
Cultural events	11,795	5,300
Elder support	10,320	11,570
Insurance	2,010	1,886
Interest and bank charges	170	139
Knitting - Senior's Horizon Program	2,010	-
Management fees	74,000	80,950
Miscellaneous	3,450	6,620
Office	258	320
Professional fees	15,289	5,000
Senior community support worker	43,182	42,845
Seniors Hot Lunch Program	12,516	3,450
Telephone	1,276	1,457
Travel	1,080	6,080
Yoga - Senior's Horizon Program	3,125	-
	180,931	176,629
Excess of revenues over expenditures	\$ -	\$ -

Janvier Dene Wood Buffalo Community Association

Statement of Changes in Net Assets (Unaudited)

For the year ended December 31,	2018	2017
Net assets, beginning of year	\$ 19,770	\$ 19,770
Excess of revenues over expenditures	-	-
Net assets, end of year	\$ 19,770	\$ 19,770

Janvier Dene Wood Buffalo Community Association

Statement of Financial Position (Unaudited)

December 31,	2018	2017
Assets		
Current		
Cash	\$ 14,566	\$ 16,587
Accounts receivable	51,759	50,100
Prepaid expenses	664	664
	<hr/>	<hr/>
	\$ 66,989	\$ 67,351
Liabilities		
Current		
Accounts payable and accrued liabilities	\$ 3,800	\$ 6,461
Deferred revenue (note 3)	<hr/> 43,419	<hr/> 41,120
	47,219	47,581
Net assets	<hr/> 19,770	<hr/> 19,770
	<hr/> \$ 66,989	<hr/> \$ 67,351

Contingent liabilities (note 4)

Approved on behalf of the Board:

_____ Member

_____ Member

Janvier Dene Wood Buffalo Community Association

Statement of Cash Flows (Unaudited)

For the year ended December 31,	2018	2017
Cash provided by (used for)		
Operating activities		
Excess of revenues over expenditures	\$ -	\$ -
Change in non-cash working capital items		
Accounts receivable	(1,659)	(50,100)
Prepaid expenses	-	738
Accounts payable and accrued liabilities	(2,661)	(3,719)
	(4,320)	(53,081)
Financing activity		
Deferred revenue	2,299	41,120
Decrease in cash	(2,021)	(11,961)
Cash, beginning of year	16,587	28,548
Cash, end of year	\$ 14,566	\$ 16,587

Janvier Dene Wood Buffalo Community Association

Notes to the Financial Statements (Unaudited)

December 31, 2018

1. Nature of operations

Janvier Dene Wood Buffalo Community Association (the "Association") is a not-for-profit organization incorporated provincially under the Societies Act of Alberta. As a provincial not-for-profit association, the Association is exempt from the payment of income tax under Section 149(1) of the Income Tax Act. The mandate of the Association is to collectively participate in the needs and interests of its community through providing sustainable programming that is beneficial for all of the community.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

(a) Cash equivalents

Cash and cash equivalents consist of cash on hand and bank deposits.

(b) Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Investment income includes dividends and interest income recorded on the accrual basis, as well as realized investment gains and losses and unrealized gains and losses on financial instruments subsequently measured at fair value. Investment income is included in the statement of operations, deferred or reported directly in net assets depending on the nature of any external restrictions imposed on the investment income.

Revenue from the sale of services is recognized upon provision of the services to the purchaser.

(c) Donated material and services

The Association relies on volunteer time and donated goods and services, including rent to achieve its purposes. Because of the difficulty of determining their fair values, volunteer time and donated goods and services are not recognized in these financial statements.

Janvier Dene Wood Buffalo Community Association

Notes to the Financial Statements (Unaudited)

December 31, 2018

2. Significant accounting policies (continued)

(d) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they become known.

(e) Financial instruments

Financial assets originated or acquired or financial liabilities issued or assumed in an arm's length transaction are initially measured at their fair value. In the case of a financial asset or financial liability not subsequently measured at its fair value, the initial fair value is adjusted for financing fees and transaction costs that are directly attributable to its origination, acquisition, issuance or assumption. Such fees and costs in respect of financial assets and liabilities subsequently measured at fair value are expensed.

The Association subsequently measures the following financial assets and financial liabilities at amortized cost:

Financial assets measured at amortized cost include: cash and accounts receivable.

Financial liabilities measured at amortized cost include: accounts payable and accrued liabilities.

At the end of each reporting period, management assesses whether there are any indications that financial assets measured at cost or amortized cost may be impaired. If there is an indication of impairment, management determines whether a significant adverse change has occurred in the expected timing or the amount of future cash flows from the asset, in which case the asset's carrying amount is reduced to the highest expected value that is recoverable by either holding the asset, selling the asset or by exercising the right to any collateral. The carrying amount of the asset is reduced directly or through the use of an allowance account and the amount of the reduction is recognized as an impairment loss in operations. Previously recognized impairment losses may be reversed to the extent of any improvement. The amount of the reversal, to a maximum of the related accumulated impairment charges recorded in respect of the particular asset, is recognized in operations.

Janvier Dene Wood Buffalo Community Association

Notes to the Financial Statements (Unaudited)

December 31, 2018

3. Deferred revenue

Deferred revenue represents funds received that will be recognized as revenue in the next fiscal year, when the related expenses are incurred, or when the terms of the funding agreement have been fulfilled.

	2018	2017
Regional Municipality of Wood Buffalo	\$ 25,954	\$ 41,120
Government of Canada - Senior's Horizon Program	17,465	-
	\$ 43,419	\$ 41,120

4. Contingent liabilities

Government contributions related to the projects of the Association are subject to conditions regarding the expenditure of funds. The Association's accounting records are subject to audit by the various funding agencies. Should any instances be identified in which the amounts charged to projects are not in accordance with the agreed terms and conditions, amounts would be refundable to the respective funding agencies.

Adjustments to the financial statements as a result of these audits will be recorded in the period in which they become known.

5. Economic dependence

A substantial portion of the Association's operating funds are provided by the Regional Municipality of Wood Buffalo. The Association would likely be unable to continue operations to the extent that it currently does, without this funding and is therefore economically dependent on the Regional Municipal of Wood Buffalo funding.

6. Financial instruments

Transacting in and holding of financial instruments exposes the Association to certain financial risks and uncertainties. These risks remain unchanged and include:

(a) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting its obligations associated with financial liabilities. The Association's exposure to liquidity risk relates to accounts payable and accrued liabilities and arises from the possibility that the timing and amount of its cash inflows will not be sufficient to enable it to meet its financial obligations as they become due. Management believes this risk is minimized through documenting when payments become due and managing cash flow to meet those obligations.

Janvier Dene Wood Buffalo Community Association**Schedule 1****Regional Municipality of Wood Buffalo Program
Statement of Operations**

For the year ended December 31,	2018	2017
Revenue		
Regional Municipality of Wood Buffalo	\$ 159,000	\$ 209,850
Industry funders	1,000	3,500
Other funders	630	774
Fundraising	-	3,625
Revenue deferred from prior year	41,120	-
Revenue deferred to future year	(25,954)	(41,120)
	175,796	176,629
Expenditures		
Advertising and promotion	-	1,612
Board meeting and travel expense	450	9,400
Cultural events	11,795	5,300
Elder support	10,320	11,570
Insurance	2,010	1,886
Interest and bank charges	170	139
Management fees	74,000	80,950
Miscellaneous	3,450	6,620
Office	258	320
Professional fees	15,289	5,000
Senior community support worker	43,182	42,845
Seniors Hot Lunch Program	12,516	3,450
Telephone	1,276	1,457
Travel	1,080	6,080
	175,796	176,629
Excess of revenue over expenditures	\$ -	\$ -

Janvier Dene Wood Buffalo Community Association**Schedule 2****Senior's Horizon Program
Statement of Operations**

For the year ended December 31,	2018	2017
Revenue		
Government of Canada	\$ 22,600	\$ -
Revenue deferred to future year	(17,465)	-
	5,135	-
Expenditures		
Knitting	2,010	-
Yoga	3,125	-
	5,135	-
Excess of revenue over expenditures	\$ -	\$ -