



Big Brothers Big Sisters
of South Huron

September 2017

Dear Municipality of South Huron,

Please consider this to be our formal application for the Municipality of South Huron Community Grants Application for 2018. We are requesting an in kind donation to have the cost of the hall rental fees waived for 3 major fundraisers that our Agency hosts annually (2 Mom2Mom Sales and a Christmas Shopping Event). We received this grant for the 2017 year, and hope to be recipients again in 2018.

As you will see by our project budget, we have not incorporated the grant received from 2017, as 2 of the fundraisers have not yet happened, and therefore we do not have financial data available. We are basing our budget on financials from our 2016 events. We have also been in touch with the Municipality, inquiring what the arena rental costs would be for 2018, which is the amount that we are applying for this year (which is greater than the amount applied for in 2017).

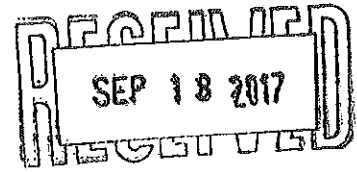
If you have any questions regarding this request, or require any more information, please do not hesitate to contact myself.

Thanks in Advance

Amy Wilhelm

Amy Wilhelm
Caseworker/Resource Coordinator
Big Brothers Big Sisters of South Huron

Municipality of South Huron
Community Grants Application 2018



Name of Applicant/Organization/Service Club/Community Group: Big Brothers Big Sisters of South Huron

Contact Person: Amy Wilhelm

Position held in organization by contact person: Caseworker/Resource Coordinator

Mailing Address:

146 Main St. – Box 29
Dashwood, Ont.
N0M 1N0

Telephone: 519-237-3554 **Cell:** **Fax:** 519-237-3190

E-mail address: cw@shbbbs.on.ca

Website: www.shbbbs.on.ca

Specifics of Event/Project/Program requesting funds:

Spring Mom2Mom Sale, Fall Mom2Mom Sale and Christmas Shopping Event

Total Project Budget:

Spring Mom2Mom Sale – \$411.09
Fall Mom2Mom Sale – \$389.34
Christmas Shopping Event - \$1,287.27
Total Budget = \$2,089.70

Amount of Funds requested from the Municipality: (For in-kind requests please provide the monetary equivalent of the grant request)

Spring Mom2Mom Sale – \$313.40 (\$110 for Friday rental, \$203.40 for Saturday rental)
Fall Mom2Mom Sale – \$313.40 (\$110 for Friday rental, \$203.40 for Saturday rental)
Christmas Shopping Event - \$641.10 (\$110 for Friday rental, \$531.10 for Saturday rental)

Total of In Kind Request = \$1,267.90

Have you applied to the Municipality for Funding in the past? If yes, please provide summary of request. Yes. In 2016 we received a grant in the amount of \$907.99 to cover the cost of the arena rental for the Spring Mom2Mom Sale, the Fall Mom2Mom Sale and the Christmas Shopping Event

Applicants may present their funding request as a delegation to Council. Do you want to present your request to Council? No

For Organizations/Service Clubs: Are you a non-profit Organization? Yes

Charitable Registration Number (if applicable): 131161952RR001

Date of Incorporation (if applicable): April 23, 1979
Organization/Project/Event Budget – attach or complete page 4

Grant Category and Description:

Please check the appropriate category & grant type:

Youth/Senior Event	Monetary	In Kind
Community Beautification	Monetary	In Kind
Arts, Culture and Heritage	Monetary	In Kind
Tourism Development	Monetary	In Kind
Community Special Event	Monetary	In Kind
Capital funding for a specific project	Monetary	In Kind

Project Information: Provide a brief description of the event, program or project. Include goals and timelines.

Our Spring and Fall Mom2Mom Sales are set up like consignment stores, parents pay a \$10 fee to participate. They are assigned a vendor number and tag/price all of their gently used children's items that they wish to sell in our sale. Individuals pay a \$2 admission fee to come and shop at the sale. We also offer Spring and Fall themed pictures, by a local photographer, with a portion of those proceeds donated back to Big Brothers Big Sisters of South Huron

Our Christmas Shopping Event is a vendor sale. Vendors pay a fee to participate in our sale. They come and set up their table and sell their items from 10am to 4pm on Saturday. Individuals pay a \$2 admission fee to come and shop at the sale. We also offer Christmas themed pictures, by a local photographer, with a portion of those proceeds donated back to Big Brothers Big Sisters of South Huron.

If this is not a new project or initiative, please describe how it will enhance your program or increase participation and/or volunteerism.

Receiving an in kind donation to cover the cost of the arena rental for these 3 fundraisers will allow us to have less expenses, and to raise more money at each event. In turn, this will provide us with more funds to be able to operate our programs and services. It will also allow us to focus on recruiting more volunteers to serve the over 36 children in our various programs.

What is the specific purpose that the grant funds will be used for?

To cover the cost of the hall rental for these 3 fundraisers

For in-kind requests please provide details on type of request (ie materials, equipment or resources) .

To have the hall rental fees waived

Indicate what other sources of funding is supporting this event, program or project.

We receive no other sources of funding to support these events.

Who will benefit from the purposed event, project or program (i.e. children, seniors, etc)?

The children, their families and the volunteers will all benefit from the proceeds raised at these 3 fundraisers.

Provide a brief history of your organization, and indicate if it is incorporated as a non-profit organization.

In 1903, one man seeing the need of a child began the first Big Brother match in Cincinnati, Ohio. The first

Canadian Big Brothers agency was established in 1913 in Hamilton ON.

In June of 1977, a steering committee began to create a local agency. In September of that year the first Board meeting was held, and in April of 1979 our Letters of Patent were granted. A Needs Study for service to Little Sisters proved positive, and a joint agency was formed in 1982.

Is your group able to issue charitable tax receipts on its own?

Yes

What are the general objectives/services of your organization?

Objectives

Our purpose is to provide a safe forum where children in need can form meaningful, positive relationships with caring adults, in order to foster their personal development. We strengthen our community through mentoring programs, encouraging individual potential in children and youth. As a member agency of Big Brothers Big Sisters of Canada (BBBSC), we assist our volunteers in building friendships, which provide guidance and encouragement to the children they support.

Services

Big Brother/Big Sister Traditional Mentoring - Provides boys and girls, ages 6 to 16, with a role model and friend to talk to and share the experiences of growing up with. Through regular outings, a relationship is developed, that is built on trust and common interests.

Cross Gender Mentoring - Due to the high number of young males waiting for a mentor, we support and encourage cross gender matching (adult female with a young male)

Big Families - As a Big Family, your entire family is involved in a match to a Little. By including the Little in the things that your family already does together, the Little will get to experience the dynamics, experiences and fun involved in a traditional family atmosphere.

Couple for Kids - As a Big Couple, you and your spouse can all do things together and/or you can each share time with the Little individually. This is a great way to spend time together while the child benefits from having a Big Brother and a Big Sister!

In School Mentoring - For one hour a week, mentors meet with their mentee on school property and engage in activities such as board games, crafts or just hanging out in the playground. The In School Mentoring program requires a weekly visit of 1 hour for the duration of the school year.

In School Mentoring Co-op - Placement opportunities are supported through high school co-op. This co-op program includes all components of the In School Mentoring Program.

Big Bunch - The Big Bunch program builds connections and offers a group setting for children to have fun, increase their self-esteem and learn new skills within a positive environment. This program provides regular outings and exposure to the wider community. Big Bunch is open to all of the children in our program, running twice a month.

In what geographical area does your organization operate?

We provide service to Ailsa Craig, Bayfield, Brucefield, Centralia, Dashwood, Exeter, Grand Bend, Hensall, Huron Park, Lucan, Parkhill, Zurich and surrounding areas.

Do volunteers participate in your organization? If yes, indicate the number of volunteers and type of involvement?

Yes – we currently have 33 volunteers, who play the role of the Big for our services listed above, as well as act as fundraising volunteers for the numerous fundraisers we hold throughout the year.

List the Executive Officers of your organization:

Dwayne LaPorte – Board President
Tracey McPherson – Board Vice President
Marg Collez – Secretary
Maggie Miller – Board Member
Gar Penhale – Board Member
Jenn Martin – Board Member
Katelyn Freiter – Board Member
Lauren Beer – Board Member
Stephen Troyer – Board Member

Project Budget:

****reflected from budgets from 2016 events**

****each events our expenses vary slightly depending on supplies required**

Spring Mom2Mom Sale 2016 – Budget

Advertising - \$68.25
Arena Rental - \$203.40
Tagging Guns - \$81.74
Miscellaneous - \$57.70
Total = \$411.09

Fall Mom2Mom Sale 2016 – Budget

Advertising - \$29.21
Arena Rental - \$203.40
Tagging Guns - \$42.71
Miscellaneous - \$114.02
Total = \$389.34

Christmas Shopping Event 2016 – Budget

Advertising - \$454.83
Arena Rental - \$531.10
Miscellaneous - \$301.34
Total = \$1,287.27

Project Budget – Fall Mom2Mom Sale

Revenue Sources	
Applicant Contribution	
Grants	
Donation/Sponsorships	
20% donation back	\$506.90
Donations	\$33.00
Fundraising Efforts	
Admission	\$400.00
Photography	\$120.00
Tagging Guns	\$28.00
Other Sources	
Registration Fees	\$440.00
Total Revenue	\$1,527.90
Expenses	
Advertising and Promotion	\$29.21
Program Supplies	\$156.73
Entertainment	
Administration	
Salaries/Wages	
Facilities Rental	\$203.40
Prizes and Awards	
Other	
Total Expenses	\$389.34

Project Budget – Spring Mom2Mom Sale

Revenue Sources	
Applicant Contribution	
Grants	
Donation/Sponsorships 20% donation back Donations	\$1,072.45 \$35.20
Fundraising Efforts Admission Photography Tagging Guns	\$394.75 \$160.00 \$130.00
Other Sources Registration Fees	\$410.00
Total Revenue	\$2,202.40
Expenses	
Advertising and Promotion	\$68.25
Program Supplies	\$139.44
Entertainment	
Administration	
Salaries/Wages	
Facilities Rental	\$203.40
Prizes and Awards	
Other	
Total Expenses	\$411.09

Project Budget – Christmas Shopping Event

Revenue Sources	
Applicant Contribution	
Grants	
Donation/Sponsorships	\$554.10
Fundraising Efforts	
Admission	\$883.00
Bake Sale	\$432.25
Penny Sale	\$586.10
Photography	\$180.00
Other Sources	
Vendor Fees	\$2,285.00
Total Revenue	\$4,920.45
Expenses	
Advertising and Promotion	\$454.83
Program Supplies	\$301.34
Entertainment	
Administration	
Salaries/Wages	
Facilities Rental	\$531.10
Prizes and Awards	
Other	
Total Expenses	\$1,287.27

BIG BROTHERS BIG SISTERS OF SOUTH HURON
FINANCIAL STATEMENTS
DECEMBER 31, 2016

VODDEN, BENDER & SEEBACH LLP
Chartered Professional Accountants

AUDITOR'S REPORT

To the Board of Directors of the Big Brothers Big Sisters of South Huron

We have audited the accompanying financial statements of the Big Brothers Big Sisters of South Huron, which comprise the balance sheet as at December 31, 2016, and the statement of revenue and expenses 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 generally accepted accounting principles 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Qualified Opinion

In common with many charitable organizations, the organization derives revenue from donations and fundraising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues are limited to the amounts recorded in the records of the organization and we are not able to determine whether any adjustments might be necessary to donation revenues, excess of expenditures over revenue, assets and fund balances.

Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the Big Brothers Big Sisters of South Huron as at December 31, 2016 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.

Vodden, Bender & Seebach LLP

Chartered Accountants
Licensed Public Accountants

Clinton, Ontario
June 21, 2016

BIG BROTHERS BIG SISTERS OF SOUTH HURON

BALANCE SHEET

See Accompanying Notes to Financial Statements

As at December 31	2016	2015
ASSETS		
Current assets		
Bank	13,987	12,248
Accounts receivable	2,060	4,208
	<u>\$ 16,047</u>	<u>\$ 16,456</u>
LIABILITIES AND SURPLUS		
Current liabilities		
Accounts payable	4,474	5,246
	<u>\$ 4,474</u>	<u>\$ 5,246</u>
Surplus		
Surplus beginning of year	11,210	10,422
Surplus (deficit) for year	363	788
Surplus end of year	<u>11,573</u>	<u>11,210</u>
	<u>\$ 16,047</u>	<u>\$ 16,456</u>

BIG BROTHERS BIG SISTERS OF SOUTH HURON
STATEMENT OF REVENUE AND EXPENSES

See Accompanying Notes to Financial Statements

For the year ended December 31	2016	2015
Revenue		
Donations - community	21,676	24,816
Donations - corporate	300	1,500
Donations - in memory	-	70
Fundraising - Bowl for Kids	17,316	15,852
Fundraising - other	19,406	27,131
Total revenue	<u>58,698</u>	<u>69,369</u>
Expenses		
Program Support		
Wages	44,131	45,256
Travel	1,079	1,309
Volunteer resource	102	304
Public relations	554	815
In school mentoring	72	11
Big Bunch	2,202	3,448
Parent/Child/Volunteer	40	177
Meetings	-	153
Office supplies & postage	1,339	1,515
Membership & fees	1,479	1,442
Telephone/fax/internet	513	871
Insurance	2,481	2,868
	<u>53,992</u>	<u>58,169</u>
Fundraising		
Bowl for Kids	743	1,697
Other	2,876	7,941
	<u>3,619</u>	<u>9,638</u>
Other expenses		
Accounting	624	624
Interest and bank charges	100	150
	<u>724</u>	<u>774</u>
	<u>58,335</u>	<u>68,581</u>
Surplus (deficit) for year	<u><u>\$ 363</u></u>	<u><u>\$ 788</u></u>

BIG BROTHERS BIG SISTERS OF SOUTH HURON
NOTES TO FINANCIAL STATEMENTS

For the Year Ended December 31, 2016

1. General

The association's primary purpose is to provide a safe forum where children in need can form meaningful, positive relationships with caring adults, in order to foster their personal development. The association's mission is to strengthen the community through mentoring programs that encourage individual potential in children and youth. The association is a not-for-profit organization and is a registered charity under the Income Tax Act. These financial statements reflect the assets, liabilities, revenues and expenses of the association only.

2. Accounting policies

The financial statements of Big Brothers Big Sisters of South Huron are the representation of management prepared in accordance with accounting principles acceptable for non-profit organizations.

Revenue and expenses are reported on the accrual basis of accounting. Expenses are recognized as incurred. Revenues which are linked to costs incurred are recognized in the accounting period in which the expenses are reported; other revenues are recognized when received or receivable.

The cost and accumulated amortization of capital assets are not reported on the balance sheet. Capital assets are reported as an expenditure on the statement of revenue and expenses in the year of acquisition.

The value of donated property and services is not reported in the financial statements.