



Port Coquitlam Community Foundation Grant Application - 2020

THE FOUNDATION RESERVES THE RIGHT TO DISQUALIFY ANY APPLICATIONS THAT ARE INCOMPETE, ILLEGIBLE AND/OR DO NOT OTHERWISE FOLLOW THE SUBMISSION GUIDELINES.

Grants are available to registered charities whose projects directly benefit the residents of Port Coquitlam. All projects and programs must submit final report to PCCF by June 30th, 2021.

Name of Applicant Organization: Wilson Seniors Advisory Board
(as it appears on the Canada Revenue Agency list of Registered Charities)

Operating Name of Organization: Wilson Seniors Advisory Board

CRA Registered Charity Number: 8 9 3 0 3 1 4 4 3 RR 0 0 0 1

Name of contact person: Royce Shook

Address of Organization: 2150 Wilson Avenue, Port Coquitlam, BC
V3C 6J5

Phone Number: (604) 945-0395

Email Address: royce.shook@gmail.com

Website Address: www.portcoquitlamseniors.com

Preferred Method of Contact: Email

1. Project Title: Farmers Market Coupon Subsidy Program
2. Project Description and Goal(s): Max. 300 words

The Wilson Advisory Board has partnered with Port Coquitlam Senior Services to respond to the immediate basic needs of the city's low-income populations caused by COVID-19. Due to the current crisis, applications for support have more than doubled from previous years.

The Board and City have already supported 28 residents with \$21 per week in funding for this 16 week program. This leaves 35 residents scared as they do not currently have food security. The Board is seeking the maximum allowable \$5000 to address and support the basic food needs 15 of the remaining 35 residents whose needs have not been met.

The 28 successful applicants for this healthy food subsidy were chosen by the following criteria: Applicants must be considered part of a vulnerable populations which include low socio economic standing and financial need as per the LICO index; single and pregnant mothers; people with one or more dependents, people living with a disability; and isolated members in our seniors community.

3. Please note that for this granting cycle, up to \$5000 is available per grant.
 State the amount of grant funding your organization is requesting: \$ 5,000.00
4. Number of employees (related to this project): 6
5. Number of volunteers (related to this project): 15
6. Describe your organization community involvement. Include a purpose statement for your organization, if available.

The Board's Constitution related to this grant application shows the community focus will be:
 a. Providing monetary grants to needy Seniors for the relief of poverty on a confidential basis;
 b. Providing a food service program for Seniors in the community, located at the Wilson Centre;

Other areas of community involvement include promoting and developing year-round educational and recreational programs and activities that meet the needs of Seniors in the community on a free or nominal cost basis, by advising, advocating, promoting and fundraising to improve the well-being of Seniors in the community; and providing volunteers and volunteer services for Seniors in the community.

7. How would you describe the focus of your project (Check all that apply)?

- Health & Wellness Education Arts & Culture
 Environment Social Services Sports & Recreation
 Other: (Please specify) Social connection and reduction of isolation

8. What other funding for this project has been requested or committed to date?
 List source and amount:

Source:	Vancouver Foundation	\$ 12,000
Source:	BC Government	\$ \$8,400
Source:	Wilson Seniors Advisory Board	\$ 1,008
Source:		\$

9. Project timeline:

- A. Proposed start-up date: June 11, 2020
- B. Completion date: Sept 17, 2020

C. Project Milestones: Working with Fraser North Farmers Market Society to adapt the subsidized farmers market program to a low touch/no touch community service.
 To address the needs of all ages in our community by funding the majority of low income applicants to allow them access to healthy and nutritious food options.

10. Will the grant be used for a capital project? Yes No *If no skip to question 13*

11. If the grant is for a capital project, who will own the asset?

12. For capital projects, how will the facility be maintained/ operated once constructed? (If operating funding has been obtained from other sources, please attach letters of confirmation)?



13. List other organizations or individuals cooperating or partnering in this project, if applicable.

City of Port Coquitlam - Arts and Culture, Seniors Services, Volunteer Services
 Fraser North Farmers Market Society

I HEREBY DECLARE THE ABOVE INFORMATION TO BE CORRECT TO THE BEST OF MY KNOWLEDGE AND IF THE FOUNDATION GRANTS AN AWARD FOR THIS PROPOSAL, THE FUNDS WILL BE USED FOR THIS PURPOSE ONLY. I ALSO AUTHORIZE THE FOUNDATION TO VERIFY THE INFORMATION PRESENTED.

On behalf of the Applicant organization:

Print Name: Chris Eastman
Administrator/Staff Rep (if applicable)
Print Name: Royce Shook
Chairperson/Board Representative

Signature: 
Signature: 
Date: May 29, 2020

- NOTE 1: Any organization whose submission is selected in this process will be required to sign a contract and agree to specific final reporting.
- NOTE 2: The PCCF reserves the right to request additional information in any of the previous categories listed in this document.

Provide the following documentation:

- A. Project budget (using the PCCF Budget Document)
- B. List of applicant organization’s Board of Directors, positions and contact information
- C. List of applicant organization’s staff (and their applicable titles) who will be directly involved/ responsible/ accountable for this project
- D. Applicant organization’s financial statements for the last fiscal year (audited, if available)

PLEASE SUBMIT ALL DOCUMENTS INCLUDING THIS APPLICATION IN A SINGLE PDF.

Please note that all submitted materials become the property of the PCCF.

Please return the required documentation to the Port Coquitlam Community Foundation by email to info@pocofoundation.com by midnight on March 15, 2020.

Late submissions will not be accepted.

14. Will the project proceed if the funding awarded by the PCCF is less than requested by your organization? If yes, what modifications would you make?

Any amount received will go towards funding a family or senior with access to fresh, local produce and food.

15. Project Objectives:

A. How does your project strive to have a lasting impact in our community and benefit the residents of Port Coquitlam?

Providing access to immediate food needs for vulnerable populations during this pandemic has the opportunity to positively affect everyone involved. The successful applicants will have access to food for their families and themselves and relieve some of the anxiety about how to provide healthy food options for their families. The staff and volunteers involved in the process will be able to see that their efforts have made a positive effect on others which will improve morale and provide a feeling of accomplishment and levity in this dark and scary time.

B. How does your project build on existing community strengths and assets? (If the program or project you are proposing is similar to a project or program already operating in Port Coquitlam, please highlight how your project is different or explain how you would partner with the existing program provider.)

The Port Coquitlam Farmers Market has become a community focus on Thursdays, and turns Leigh Square into a hub of activity that facilitates community connection and reduces isolation. Due to the COVID crisis the Farmers Market is not able to operate as it had previously, necessitating an adaptation that allows for continued sales and a safe environment. This food subsidy program now allows for the pickup of prepackaged food hampers and goods, in a safe and controlled manner. Access and traffic flow is one way only, and a maximum capacity will be enforced to ensure physical distancing and etiquette. There is an updated cleaning and sanitation plan to ensure safety for both patrons and market participants.

C. Statement of Innovation: Provide a brief description of how your proposal is innovative. (e.g. taking a new approach to delivery of program or ability to address a community challenge)

With the multiple challenges of launching a public market during the opening of restrictions, this program is very innovative as it is responding to all requirements and expectations of Health Authority guidelines, it is providing options for local farms and businesses to sell their wares thereby stimulating the currently weakened economy, it is seeking opportunities to provide basic human needs for those in our community who may be less fortunate, and it is providing opportunity for employees, volunteers, and market participants to reconnect and start to create a new sense of normal.

D. How will you measure the success/results of your project?

Testimonials and positive response from the successful Farmers Market Applicants.

A use rate of over 90% of provided Farmers Market coupons.

The fact that applications for the subsidy program have increased is, in and of itself, a sign of the success of the program.

Increase in interest for volunteering with the City and with the Wilson Board.

The ability to quickly adapt and develop a workable and safe Farmers Market during times of difficulty.

2019/2020 Wilson Centre Seniors' Advisory Association Board

Committee	Name	Address	Phone	Term Ends
President	Royce Shook	2343 Nottingham Place Port Coquitlam, BC V3C 5V6 royce.shook@gmail.com	Cell 945-0395	Oct 2021
Vice President	Gwendoline Turpin	#208-2288 Welcher Ave Port Coquitlam, BC V3C 1X4 mmquack@outlook.com	318-8930	Oct 2021
Secretary	Ann Pratt	2471 Kitchener Avenue Port Coquitlam, BC V3B 2B2 abpratt@telus.net	464-5580	Oct 2020
Treasurer	Roland Mitchell	5 Foxwood Court Port Moody, B.C. V3H 4W7 rrmitch@telus.net	469-9349 Cell 778-840-9349	Oct 2020
Directors	Juanita Franco	3167 Vincent Street Port Coquitlam, B. C. V3C 3T2	464-4510	Oct 2021
	Ruth Wilson	1104 Cornwall Drive Port Coquitlam, BC V3B 5X2 ruthalburt165@gmail.com	941-1104	Oct 2020
	Teresa Foreman	1920 Routley Avenue Port Coquitlam, BC V3C 1A7 lenater@shaw.ca	552-2492	Oct 2020

Committee	Name	Address	Phone	Term Ends
Directors	Jerine Jago	#102-2214 Kelly Avenue Port Coquitlam, BC V3C 0E jerinejago@gmail.com	552-2492 908-7212	Oct 2020
	Lynn MacKenzie	3510 Clayton Street Port Coquitlam, BC V3C 4R1 Ldmackenzie@shaw.ca	941-4058	Oct 2021
	Karen Dobson	#102 2268 Welcher Avenue Port Coquitlam, BC V3C 1X4 Karted59@telus.net	942-8928	Oct 2021
	Sharon Martin	3450 Raleigh Steet Port Coquitlam, BC V3B 4P8 shmartin57@hotmail.com	468-2033	Oct 2021
	Ian Follis	864 Bailey Court Port Coquitlam, BC V3C 5Z6 Ian_follis@telus.net	552-5512	Oct 2020
	Doug Taylor	#310-2615 Jane Street Port Coquitlam, BC V3C 3K3 douglastaylor42@outlook.com	250-702- 1540	Oct 2020

City of Port Coquitlam and Community Partner Contact List

For use with the PCCF Grant Application

Employee Position	Name	Email	Phone
Senior Services Coordinator	Chris Eastman	Eastmanc@portcoquitlam.ca	604-927-7981
Community Services Coordinator	Melissa Wilson	wilsonm@portcoquitlam.ca	604-927-5371
Manager of Cultural Development	Carrie Nimmo	nimmoc@portcoquitlam.ca	604-927-7915
Program Assistant Seniors Services	Carmel LePine	lepinec@portcoquitlam.ca	604-927-7974
Volunteers Program Assistant	Rob Loxterkamp	loxterkampr@portcoquitlam.ca	604-927-7953
Executive Director	Melissa Maltais	Fraser North Farmers Markets haneyfarmersmarket@hotmail.com	778-235-7020

PCCF Budget Document

Email to info@pocofoundation.com

	Confirmed	Potential	Total
PROJECT RELATED REVENUES			
PCCF Foundation contribution	\$ -	\$ 5,000.00	\$ 5,000.00
Other Donations (specify)			\$ -
Government funding (specify)	\$ 8,700.00	\$ -	\$ 8,700.00
Other revenue sources (specify)	\$ 1,008.00	\$ -	\$ 1,008.00
Total Project Related Revenues	\$ 9,708.00	\$ 5,000.00	\$ 14,708.00
PROJECT EXPENSES			
Materials (project related only)	\$ 21,168.00	\$ -	\$ 21,168.00
Salaries & Benefits	\$ -	\$ -	\$ -
Administration costs*	\$ -	\$ -	\$ -
Professional fees	\$ -	\$ -	\$ -
Honoraria	\$ -	\$ -	\$ -
Fundraising activity	\$ -	\$ -	\$ -
Advertising costs	\$ -	\$ -	\$ -
Production Costs	\$ -	\$ -	\$ -
Other costs (provide a separate list)	\$ -	\$ -	\$ -
Total Project Expenses	\$ 21,168.00	\$ -	\$ 21,168.00
Net excess of revenues over expenses	-(11,460)	\$5,000	-(6,460)

NOTE: No funding goes towards administrative costs. All proceeds will be for the food subsidy.
All administration costs will be absorbed by the City

VOLUNTEER HOURS: As this is a pilot project adapted to the Health Authority guidelines, the quantity of volunteer hours is unknown but will be detailed in the final report if we are successful in this application.

STAFF HOURS: Staff hours are estimated at \$2000 for the ongoing support and development of this community service. This includes administration, coordination, and maintenance set up and take down support.

IN KIND DONATIONS: Over the 16 week period include facility rental, access and use of power, equipment, kitchen and wifi access are as follows:

252 hours for room rental at \$23.10 per hour = \$5821.20

Kitchen rental at \$35 per use for 18 sessions = \$530

TOTAL IN KIND DONATIONS \$6451.20

THE WILSON CENTRE SENIORS' ADVISORY ASSOCIATION

PORT COQUITLAM, BRITISH COLUMBIA

**CONSOLIDATED FINANCIAL STATEMENTS
(UNAUDITED See Notice to Reader)**

FOR THE YEAR ENDED JUNE 30, 2019

F. K. CHAN & COMPANY
CHARTERED PROFESSIONAL ACCOUNTANT

THE WILSON CENTRE SENIORS' ADVISORY ASSOCIATION

PORT COQUITLAM, BRITISH COLUMBIA

UNAUDITED FINANCIAL STATEMENTS
(See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2019

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- The financial statements contain 10 pages in total including the cover page -

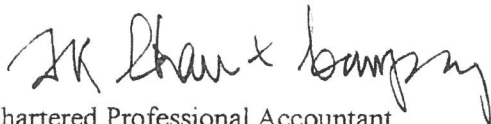
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CHARTERED PROFESSIONAL ACCOUNTANT

NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of The Wilson Centre Seniors' Advisory Association as at June 30, 2019 and the statements of operations, financial position, changes in fund balances and cash flows for the year then ended.

I have not performed an audit or a review on these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.



Chartered Professional Accountant
Port Coquitlam, British Columbia

2019 August 12

FOR THE YEAR ENDED JUNE 30


	<u>Notes</u>	<u>2019</u>	<u>2018</u>
Revenue			
Donations and bequests		\$ 1,210	\$ 800
Fundraising activities	4	3,578	2,874
Sponsored events	4	3,500	3,700
Interest		659	661
		<u>8,947</u>	<u>8,035</u>
Operating expenses			
Amortization		--	--
Bank charges		(18)	(23)
Board of Directors		(366)	(258)
Charitable donations		(1,708)	(2,750)
Fundraising activities		(527)	(853)
Office and supplies		(1,027)	(855)
Professional fees		(380)	(380)
Memberships & subscription		--	(200)
Sponsored events		(5,011)	(5,158)
		<u>(9,037)</u>	<u>(10,477)</u>
(Shortfall)/excesss in revenue over operating expenses for the year		<u>\$ (90)</u>	<u>\$ (2,442)</u>

The accompanying notes are an integral part
of these financial statements.

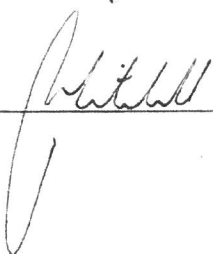
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	<u>Advisory Association</u>	<u>2019</u>	<u>2018</u>
ASSETS			
Current Assets			
Petty cash	150	150	150
Cash in bank	461	461	1,210
Short term investments	44,983	44,983	44,000
Accounts receivable (Note 3)	97	97	421
	<u>45,691</u>	<u>45,691</u>	<u>45,781</u>
Long-term assets			
Capital assets, net of accumulated amortization	--	--	--
Total assets	<u>\$ 45,691</u>	<u>\$ 45,691</u>	<u>\$ 45,781</u>
LIABILITIES			
Current liabilities			
Accounts payable	--	--	--
	<u>--</u>	<u>--</u>	<u>--</u>
FUND BALANCES, END OF YEAR EQUITY			
Unrestricted	45,691	45,691	45,781
	<u>45,691</u>	<u>45,691</u>	<u>45,781</u>
Total liabilities and equity	<u>\$ 45,691</u>	<u>\$ 45,691</u>	<u>\$ 45,781</u>

ON BEHALF OF THE BOARD



 ACTING
 President



 Treasurer

The accompanying notes are an integral part
of these financial statements.

F.K.CHAN & COMPANY
CHARTERED PROFESSIONAL ACCOUNTANT

AS AT JUNE 30

	<u>Advisory Association</u>	<u>2019</u>	<u>2018</u>
Fund balance, beginning of the year			
Unrestricted	45,781	45,781	48,223
	<u>45,781</u>	<u>45,781</u>	<u>48,223</u>
(Shortfall)/Excess of revenue over expenses for the year	(90)	(90)	(2,442)
Fund transfers during the year			
From Advisory to CVSS program	--	--	--
From Advisory to Leisure Connections	--	--	--
From CVSS to Advisory Program	--	--	--
From Caregivers to Leisure Connections	--	--	--
	<u>--</u>	<u>--</u>	<u>--</u>
Fund balance, end of year			
Unrestricted	45,691	45,691	45,781
	<u>\$ 45,691</u>	<u>\$ 45,691</u>	<u>\$ 45,781</u>

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of these financial statements.

F.K.CHAN & COMPANY
CHARTERED PROFESSIONAL ACCOUNTANT

	<u>Advisory Association</u>	<u>2019</u>	<u>2018</u>
Cash balance, beginning of the year	45,360	45,360	48,027
(Shortfall)/Excess of revenue over expenses for the year	(90)	(90)	(2,442)
Less: Items not requiring cash			
Amortization of capital equipment	--	--	--
Changes in working capital items during the year			
(Increase)/Decrease in accounts receivable	324	324	(225)
(Increase)/Decrease in prepaid expenses	--	--	--
Increase/(Decrease) in accounts payable	--	--	--
Deferred revenue held in trust	--	--	--
	<u>324</u>	<u>324</u>	<u>(225)</u>
Investing activities during the year			
Reduction of short term investment	--	--	--
Fund transfers during the year			
From Advisory to CVSS Program	--	--	--
From CVSS to Advisory Program	--	--	--
	<u>--</u>	<u>--</u>	<u>--</u>
Cash balance, end of the year	<u>\$ 45,594</u>	<u>\$ 45,594</u>	<u>\$ 45,360</u>
Cash balance, end of the year, consists of:			
Cash in the bank	461	461	1,210
Short-term investments	44,983	44,983	44,000
Petty cash	150	150	150
	<u>\$ 45,594</u>	<u>\$ 45,594</u>	<u>\$ 45,360</u>

The accompanying notes are an integral part
of these financial statements.

F.K.CHAN & COMPANY
CHARTERED PROFESSIONAL ACCOUNTANT

Accounts receivable

Accounts receivable are recorded net of an allowance for doubtful accounts, if such an allowance is deemed warranted.

Property, plant and equipment

Historically, the Advisory association has not owned any property, plant or equipment. Certain pieces of equipment purchased in the past has been given to the City of Port Coquitlam for the Wilson Recreation Centre, with the City assuming responsibility for ownership such as insurance and ongoing maintenance. This donated equipment has been historically accounted for as an expense in the year of acquisition by the Advisory Association.

In December, 2012 the Advisory Association acquired two computers for the use of employees in the CVSS program. As these computers are not attached to the City's computer network, the City could not assume the ongoing maintenance of the units. Consequently, these units have been treated as fixed assets of the Advisory Association for purposes of these financial statements.

Property, plant and equipment are recorded at original cost, net of recoverable taxes, and less accumulated amortization. Amortization is based on the estimated useful life of the asset and is calculated on a straight-line basis at the following annual rates, applied monthly and beginning in the month of acquisition:

Computer equipment	33.3%
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The cost and accumulated amortization of property, plant and equipment sold or retired is removed from the records and the associated gain or loss is included in the statement of operations in the year of sale or retirement.

Income taxes

The Advisory Association is exempted from Canadian federal and British Columbia provincial income taxes pursuant to paragraph 149(1)(1) of the Income Tax Act of Canada and provided that the Advisory Association remains a registrant in good standing through its annual filing requirements.

Financial instruments

The Advisory Association has elected to disclose the fair market value of financial assets and liabilities only for those financial assets and liabilities for which fair value is readily obtainable. Specifically, short-term investments such as term deposits and T-bills are carried at the lower of cost or fair market value in the financial statements. For accounts receivable and accounts payable, the fair market value approximates closely the original cost due to the short time frame from creation to settlement.

These notes form an integral part of the accompanying financial statements.

1 Organization and nature of operations

The Wilson Centre Seniors' Advisory Association ("the Advisory Association") was formed on October 16, 1990 and incorporated under the Societies Act of the Province of British Columbia, registrant S-26744. The mandate of the Advisory Association is to promote and develop the well-being of senior citizens in the community ("Seniors") by:

- (a) promoting and developing year-round educational and recreational programs and activities that meet the needs of Seniors in the community on a free or nominal cost basis, by advising, advocating, promoting and fundraising to improve the well-being of Seniors in the community.
- (b) providing monetary grants to needy Seniors for the relief of poverty on a confidential basis.
- (c) providing a food service program for Seniors in the community, located at the Wilson Centre, and
- (d) providing volunteers and volunteer services for Seniors in the community.

Membership in the Advisory Association is automatic through continued membership in good standing of the City's Wilson Recreation Centre.

The Advisory Association fulfills its mandate through the provision of a number of social, recreational and leisure activities geared for Seniors, including the following programs:

- (a) the Advisory Association offers a number of social, recreational and fundraising programs and events developed and offered in conjunction with the City at the Wilson Centre in Port Coquitlam. These programs and events are offered to Seniors 50+ years in age who register and become members of the Advisory Association through that registration.
- (b) the Community Volunteers for Seniors' Services ("CVSS") program offered grocery shopping support, home visitation and telephone reassurance for housebound Seniors. Over 11,000 hours were volunteered annually to deliver these services, with a high percentage of the volunteer hours coming from other Seniors in the community. Due to ongoing funding concerns, responsibility for delivery of these programs, excluding the telephone reassurance component, was transferred on September 1, 2015 to SHARE Family & Community Services Society ("SHARE").
- (c) the Tri-Cities Leisure Connections ("Leisure Connections") program, offered through the Glen Pine recreational facility in the City of Coquitlam, provided a social recreation program for individuals 60+ in age who suffered from mild to moderate memory loss. The program was conducted by consultants, under the auspices of CVSS and paid for by the Advisory Association's fundraising activities. The program was discontinued in 2014 due to funding limitations and responsibility for running the program was transferred to Glen Pine 50Plus Society.

The Advisory Association is the umbrella organization under which these programs operate. While these financial statements contain the separate results of the various major programs, the combined results represent the financial performance of the Advisory Association.

2 Significant accounting policies

The following is a summary of significant accounting policies followed by the Advisory Association:

Basis of presentation

The accompanying financial statements have been prepared in accordance with Canadian generally accepted accounting principles ("GAAP") as of June 30, 2019 and are expressed in Canadian dollars. The application of GAAP allows for differential reporting options for certain non-publicly accountable enterprises, which the Advisory Association qualifies for and which the Board of Directors of the Advisory Association has unanimously given its consent to use. These differential reporting options are detailed below. For comparative purposes, certain prior year's balances have been reclassified in these financial statements.

Use of Estimates

The preparation of financial statements in conformity with Canadian GAAP requires the Advisory Association leadership team to make estimates and assumptions that effect the reported amounts in the financial statements and accompanying notes and disclosures. Specific areas requiring the use of estimates include accounts receivable valuation and the estimated useful life of computer equipment. Although these estimates are based on the leadership team's best knowledge of current events and actions that the Advisory Association expects to undertake in the future, actual results may differ from these estimates.

Revenue recognition

Revenue is recognized largely when funds are received. The majority of the revenue that the Advisory Association receives is in the form of grants, donations and bequests and event sponsorships, supported by various fundraising activities conducted by the membership, such as weekly prize draws, craft sales and an ongoing presence at civic events for the purpose of selling miscellaneous merchandise. At the point of receipt, the transfer of the significant risks and rewards of ownership has taken place, there is evidence that an arrangement exists, amounts are fixed or can be readily determined, collectability is reasonably assured and there are no significant obligations for future performance, with the exception of specific grants as outlined in Note 4.

Foreign currency translation

Purchases and revenues in foreign currencies are converted into Canadian dollars at the prevailing rate of exchange at the transaction date.

Cash and cash equivalents

Cash and cash equivalents are defined as cash on hand, cash in bank accounts, credit union membership fees on deposit and highly liquid money market instruments such as term deposits and T-bills with original maturities of three years or less from the date of acquisition and bank indebtedness.

Bank indebtedness consists of cheques issued in excess of deposits on hand and is a temporary situation of the Advisory Association's cash management strategy pending transfer of funds from other sources.

The accompanying notes are an integral part
of these financial statements.

F.K.CHAN & COMPANY
CHARTERED PROFESSIONAL ACCOUNTANT

3 Accounts receivable

Accounts receivable at the end of the year consist of the following:

	Jun-30	
	2019	2018
Due from Farmers' Market cash float	\$ --	\$ --
Accrued interest on credit union term deposits	97	421
	<u>\$ 97</u>	<u>\$ 421</u>

4 Revenue sources

The Advisory Association relies on a number of fundraising activities to support its various programs, but also relies heavily on grants from various organizations, donations and bequests and for specific events such as Seniors' Week, and the sponsorship of all or part of the event by an organization connected to or active in the Seniors' community. The Advisory Association works closely with these sponsor organizations to plan and organize the specific events and accepts partial or full funding of the event in exchange solely for communicating the organization's involvement and commitment to the betterment of Seniors.

(End of financial statement notes.)

The accompanying notes are an integral part
of these financial statements.

F.K.CHAN & COMPANY
CHARTERED PROFESSIONAL ACCOUNTANT

Application: 9186250283

Royce Shook - royce.shook@gmail.com
Emergency Community Support Fund

Summary

ID: 9186250283
Status: Project: Waiting for Report
Last submitted: Jun 24 2020 10:36 AM (PDT)

Final Report

In Progress - Last edited: Feb 11 2021

Final Report

This report will be shared with Community Foundations of Canada, local community foundations, Government of Canada, Canadian Red Cross and United Way Centraide Canada.

Have you previously received a grant from the Community Foundation to which you submitted an application?

No

In your application you indicated your project primarily serves the following population(s):

- 1. Seniors and Elders - living in care***
- 2. Seniors and Elders - not in care***
- 3. People experiencing low income or living in poverty***

Were members of the population(s) you served, involved in the decision making and delivery of your project/initiative?

No

Estimate to the best of your ability, how many individuals were supported through your funded project.

Count each person only once, regardless of how many times they participated.

39

How did the grant support your ability to address the needs of vulnerable populations impacted by COVID-19? Be specific when describing observable changes in the behaviour, relationships, activities, and/or actions of the populations served.

500 word max.

Food security during the pandemic was an issue for those in need, and the coupon program was able to provide nourishment and financial support to low-income senior participants who would not otherwise have access. As identified in the testimonials below the coupons provided an improvement in healthy eating and lifestyle choices; it got seniors out of their homes and walking the community; it supported financial need; and it provided a much-needed weekly opportunity for social connection with other patrons, volunteers and city staff that created feelings of comfort, happiness, and a feeling of community. Finally, it supported them by providing healthy eating options they would not have had a chance to take part in without this program.

"The program has been very good for me. I am diabetic, so the vegs and fruit have also helped "

"This was my first experience with the produce at Farmers' Market. I thoroughly enjoyed the abundance, variety, and freshness of the produce"

"From our perspective, it was a great success. Each week we found new items to purchase and other staple vegetables and fruit for daily nourishment."

"The coupon system worked extremely well for us...(the coupons were)...much easier than using cash and very convenient picking up...at the venue each week."

"The staff handling the coupons were always upbeat, friendly and very helpful. We shall miss the weekly interaction with them. Please express our appreciation for the time and energy they spent on the program."

"The quality of the produce exceeded expectations."

"Thank you for allowing me to participate in the PoCo Farmers Market Coupon Program this summer. ... (it) really made a difference in both my budget as well as allowing me to include fresh local produce in my diet. I definitely would not have been able to afford to shop at the market without the coupon."

"It has been a wonderful treat to participate as a shopper each week. The coupons have acted as an equalizer regarding my ability to participate."

"Thank you for the opportunity to be able to partake in the free coupon (program) It truly helped us get fresh produce on the table which improved our diet substantially."

"For your involvement in the program, again a huge thank you... the planning, organizing and execution. The hard work by all involved is not taken for granted."

"Was able to attend the Port Coquitlam Farmer's Market over the past few months. Thank you and God bless you for all your hard work."

Please provide one interesting example or a story of how your project is making a difference in the lives of Canadians experiencing heightened vulnerability during the pandemic.

Optional. 500 word max.

The testimonial below speaks louder than any words I could put on paper.

"I must say the food coupons program is a true blessing for my family. We were hugely impacted by COVID and even before that we struggled financially due to my husband's health issues. Although we live very close to Leigh Square, we never shopped at the farmers market before because of prohibitive prices. For the first time in a few years, we could buy fresh raspberries, peaches, and farm eggs. The program had also a positive impact on our mental well-being. Every Thursday was an encouraging reminder that there are others who care and are willing to help those in need. Thank you and God bless you for all your hard work!"

How will the pandemic affect your organization over the next 12 months?

<i>Demand for services</i>	<i>Heavily decrease</i>
<i>Program delivery</i>	<i>Heavily decrease</i>
<i>Revenue from donations</i>	<i>Heavily decrease</i>
<i>Revenue from other sources</i>	<i>N/A</i>
<i>Staff size</i>	<i>Heavily decrease</i>
<i>Space needs</i>	<i>Heavily decrease</i>

How else do you foresee the pandemic affecting your organization's ability to deliver on its mission over the next 12 months? In what specific ways will your service delivery/demand, operations and/or sector be affected?

Optional. 500 word max.

We believe our ability to provide services will decrease while the demand and need in the senior community will skyrocket over the next 12 months. As we are unable to host Seniors Advisory Board meetings in person, and with the limited technological abilities of Board members, it will be a struggle to work and develop opportunities to support the increasing needs of our senior demographic. However, our community will continue to band together and work to deliver on the heightened demand for these supportive services. By increasing contact and communication with our seniors' members through phone calls, emails, Facebook posts, newsletters, and our website, we will draw on the strength of our seniors and supporters and collectively rise to the occasion. In our Newsletter, we will be letting members know what programs, services and supports are available to them and we will be encouraging members to participate in recreational activities as well as encouraging more outdoor activities. Though we all want social and physical recreation to return to "normal", we will be encouraging the City to only open the senior's dedicated recreation programs and services when safety protocols are in place, so our members, volunteers and staff are safe.

Prior to COVID-19, what were the primary outcomes your organization delivered to the community it serves through all its programming?

Please select all the outcomes that apply. Be sure to consider all your organizations services, including those not funded through the ECSF.

Responses Selected:

Increased food security

Increased financial wellness

Increased health and hygiene

Increased mental health and wellness

As a result of the pandemic, many organizations have had to adapt their services to their constituents changing needs and/or broader financial uncertainty. What are the primary outcomes your organization is now delivering to its community through all its programming?

Please select all the outcomes that apply. Be sure to consider all your organizations services, including those not funded through the ECSF.

Responses Selected:

Increased food security

Increased financial wellness

Increased health and hygiene

Other (please specify):: helping those who are socially isolated

Please provide links to any stories that are published on your organization serving the needs of vulnerable populations impacted by COVID-19.

Optional. 250 word max.

(No response)

Attach any photographs/screenshots (e.g. Zoom meeting) of activities relating to the funded project. Please note that the Government of Canada, Community Foundations of Canada, and the community foundation network, may use photographs submitted in publications and promotion of their work. We require a [waiver](#) be submitted with any photograph including project participants allowing for the use of their image.

Please provide any additional comments.

Optional. 250 words max.

We were able to meet the needs of all the people who applied for the program and from the feedback from the participants, we know the program was successful. Thank you on behalf of all of those who benefited from this grant.

If you have additional comments to share beyond this report, please contact covid19@communityfoundations.ca.