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Appendix C



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Capital Regional District

Grant-In-Aid Application Form

FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-in-Aid are for the CRD Electoral Area only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Historical Society
129 McPhillips Ave.
Salt Spring Island B.C. V8K 2T6

Contact(s): Bob McWhirter [REDACTED]
(name) (phone) (fax)
[REDACTED]
Email address

Contact(s): David Toynbee [REDACTED]
(name) (phone) (fax)
[REDACTED]
Email address

Application Summary

Project or purpose for which you require assistance:

~~Our revenues are down this year and we need some support. As well we will be working~~
on two new projects, Grace Ilet and the Bridgman Collections of old pictures, letters and
paintings of old South Salt Spring. The grant in aid would be used to: purchase the
new large bed scanner we need to effectively do this work.

Amount of grant requested \$ [REDACTED] \$5000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- NOT being made on behalf of an industrial, commercial, or business undertaking
- NOT available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

President
(title)

R. McWhirter
(print name)

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (_____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

The grant in aid would be used to:

1. Buy a new large screen scanner for digitizing materials on to our website. ~~(\$1500)~~ approx. \$5000
- ~~2. Buy a new apple computer system to upgrade our current electronic systems. (\$1250)~~
- ~~3. Buy an ipad for displaying website materials (\$650)~~
- ~~4. Software up grades to equipment (\$400)~~
- ~~5. Community projects - Grace Point Islet - Bridgmont Collection on to website. (\$1400)~~

3. Please describe how this proposal will benefit the community.

It will assist us in continuing our operation as part of the Salt Spring Library where we are located. As we are the holder of much of the early historical documents of Salt Spring Island we receive requests from a wide range of people.

This year our revenues are down because of COVID. We have not been able to hold many public meetings. Our membership numbers has varied this year as well resulting in less being collected.

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

The Salt Spring Historical Society operates the Archives. The Archives are a good resource for our community. It provides materials of a historical nature. We are used as a resource for storing community and family histories. Our services are not available from any other community group.

2. Describe the geographic area that receives services or benefits from your organization.

The Gulf Islands are our major user of our materials but we have a wide range through our website. We get requests from B.C., Alberta and other geographic areas.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

NIL

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

The Historical Society has 70 members. 15 volunteers operate our Archives under the direction of our two Archives Managers.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. If no, please explain: _____

Any grants we receive are for specific programs and not applicable for rent

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... *If yes, please complete the following chart.*

Year	\$ Amount	Purpose for which assistance was used
2023	5000	Operational expenses Operational expenses

Salt Spring Island Historical Society

Organization Budget

Budget 2024-2025

	General Fund	Gaming Fund	Budget 2022
Revenues			
Federal summer student grant (YCW)	3,600.00	0.00	3,600.00
Grant Gaming Fund (to keep account open)	0.00	5.00	5.00
Legacy Program donations	6,000.00	0.00	6,000.00
General Donations	1,000.00	0.00	1,000.00
Country Grocer tape program	250.00	0.00	250.00
Calendar sales	3,000.00	0.00	3,000.00
Interest	100.00	0.00	100.00
Membership	750.00	0.00	750.00
BC History magazine subscription	60.00	0.00	60.00
GST refund	450.00	0.00	450.00
Transfer from savings			2495.00
Total Revenue	15,210.00	5.00	17,710.00
Expenses			
Archives (project expenses)	3,000.00	0.00	5,000.00
Wages (Society portion-YCW)	1,800.00	0.00	1,800.00
Tech support	1,000.00	0.00	1,000.00
New Computer Station	2,500.00	0.00	2,500.00
BC History magazine subscription	60.00	0.00	60.00
Travel & meetings	100.00	0.00	100.00
Software Fees	500.00	0.00	500.00
Equipment	300.00	0.00	300.00
Advertising	500.00	0.00	100.00
GST	100.00	0.00	100.00
Rent	5,000.00	0.00	5,000.00
Insurance	1,000.00	0.00	1,000.00
Supplies	250.00	0.00	250.00
Total Expenses	16,110.00	0.00	17,710.00
Total Income-Expenses	-900.00	5.00	0.00

SALT SPRING ISLAND HISTORICAL SOCIETY
Statement of Revenue and Expenses
Year ended April 30, 2024

Revenue	2024	2023
Federal Student Grant YCW	3,848	
SSI Foundation - SS Voices	3,555	
SSI Foundation-Interpretive Sign Project	7,400	2,925
SSI Foundation-Indigenous Art Licencing	2,250	2,600
SSI Residents For Responsible Land Use	4,623	2,877
Japanese Canadian Legacies	5,000	5,000
Legacy Program Donations	5,350	3,600
General Donations	3,285	1,646
Sales	3,630	3,935
Membership Dues	890	820
Other Income	531	290
Total Revenues	<u>40,362</u>	<u>23,693</u>
Expenses		
Archives	2,202	1,541
Wages and Payroll tax YCW	6,343	181
Website/Computer upgrade	4,688	3,814
Indigenous Interpretive Signs Phase 2	7,269	3,586
Indigenous Art Licencing	2,000	
SS Voices Project	2,166	
Placenames Project	1,700	
Calenders	1,994	1,921
BC Historical Federation/BC Society fees/BC Archives	37	156
Rent-Library & Central Hall	5,000	4,325
Insurance	1,011	963
Canada Help Fees	73	75
Total Expenses	<u>34,482</u>	<u>16,561</u>
Net Surplus/Deficit	<u>5,879</u>	<u>7,132</u>

Grants/Restricted Assets

	Balance Beginning	Additions	Expensed	Balance Year End
Characters Project	566.88		322.56	244.32
SS Foundation-Indigenous Interpretive Signs Phase 1	648.00		648.00	Complete
SS Foundation-Indigenous Interpretive Signs Phase 2	-5,192.02	12,023.00	7,269.05	Complete
SS Foundation-SS Voices		3,555.00	2,165.63	1,389.37
SS Foundation-Indigenous Art Licencing		2,250.00	2,000.00	Complete
Japanese Canadian Legacies		5,000.00		5,000.00

-3,977.14

6,633.69

SALT SPRING ISLAND HISTORICAL SOCIETY
Balance Sheet
As at April 30, 2024

	2024	2023
Assets		
Cash - Chequing	34,427	24,253
Cash - GIC	10,828	10,596
BMO Investments	50	50
Gaming Account & CU Shares	<u>6</u>	<u>6</u>
	45,311	34,905
 Equipment & Furniture	 <u>8,000</u>	 <u>10,000</u>

Order Summary

Ship To:

Christina Marshall

[REDACTED] Salt Spring Island,
British Columbia, [REDACTED] Canada

Items to be delivered:



**Epson Expression 13000XL
Archival Scanner**

\$4,799.00

Quantity: 1

Subtotal:	\$4,799.00
Delivery (Ground Shipping):	FREE
Environmental Fees:	\$6.50
Hide Details -	
EHF - Scanner	\$6.50
PST:	\$336.39
GST:	\$240.27

Order Total: **\$5,382.16**