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4th Floor | 625 Fisgard St. PO Box 1000 Victoria BC V8W 2S6 | T 250.360.3000 | F 250.360.3023 | www.crd.bc.ca

GRANT IN AID REQUEST FORM (Vendor 900)

TO: MANAGER, ACCOUNTING SERVICES
FINANCE & TECHNOLOGY DEPARTMENT

DATE: 29/10/18
(dd/mm/yy)

SUBJECT: REQUEST FOR GRANT IN AID

Electoral Area: JDF

Organization for which the Grant in Aid is requested:

Shirley Education and Action Society

Amount Approved: \$ 1,000.00

Tax Code:

P0

Account Assignment:

B/A

G/L

Cost Centre

1001

544000

100082 – JDF ☒
100083 – SSI ☐
100085 – SGI ☐

Requested by:

Mike Hicks
Director's Signature

Mike Hicks
Print Name

FINANCE ONLY

Request received and acted upon by:

Signature: _____

Print Name: _____

Date Received (dd/mm/yy) _____



SEAS
SHIRLEY ACTION &
EDUCATION SOCIETY

2617 Seaside Drive
Shirley, BC V9Z 1G7

info@seashc.org

www.seashc.org

Mike Hicks
Regional Director, JdFEA
#3 - 7450 Butler Road
Sooke, BC V9Z 1N1

Dear Director Hicks:

Thank you for your support and encouragement.

Attached is a grant request for the non-profit Society SEAS.

We are in need of support at this time as our membership donations have been used for past communication and information to the Shirley Community.

As you know, we work hard to educate and inform the local community on issues unique to the rural BC areas with water and watershed protection being the emphasis although not the only priority.

SEAS will use the grant for improved and regular communication with members and residents of the communities we serve as well as additional work to improve the domestic water and local watershed situations.

We look forward to hearing from you. Thank you.



Dominique Bernardet
President

attachment: CRD/Grant in aid application

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By <u>INFO@SEASBC.ORG</u>		
Name and Address of Applicant: <u>SEAS - Shirley Education</u> <u>& Action Society</u> <u>40 2617 Seaside Dr Shirley BC</u>		
Contact(s):	<u>Dominique Bernardet</u>	<u>646-2528</u>
	(name)	(phone) (fax)
	<u>domh20@shaw.ca</u>	
	Email address	
Contact(s):	<u>Gerhard Wild</u>	<u>646-2073</u>
	(name)	(phone) (fax)
	<u>GWILD@shaw.ca</u>	
	Email address	

Application Summary
Project or purpose for which you require assistance: <u>OUTREACH, RESEARCH AND COMMUNICATION</u> <u>WIM SHIRLEY RESIDENTS ON WATERSHED</u> <u>DEVELOPMENT AND OTHER LOCAL ISSUES.</u>
Amount of grant requested \$ <u>2650.00</u>

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)	<u>President</u> (title)
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Dominique Bernardet
(print name)

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?

- ESTABLISHED IN 2003
- COMMUNICATION w/ 100 lifetime members plus all of Shirley regarding:
 - water
 - watershed protection
 - development
 - RURAL ISSUES
 - safety, personal & home

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

Shirley / JORDEN RIVER

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.

NONE

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

- Volunteer BOARD of 5
- Active CORE membership of 100
- Other volunteers in
 - watershed mapping
 - home & personal safety
 - community information

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose ONGOING & SPECIAL PROJECTS

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

ONGOING EDUCATION, INFORMATION
AND COMMUNICATION TO THE SHIRLEY
COMMUNITY ON ISSUES RELATING TO
WATER, WATERSHED PROTECTION AND
RURAL COMMUNITIES ISSUES.
— mail — INFORMATIONAL NEWSLETTER
AND EDUCATION ON ISSUES
— email & phone COMMUNICATIONS
— CALL TO ACTION ON ISSUES

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

Knowledge is essential to smart
decision making.

SEAS — TAKES ITS EDUCATION
MANDATE SERIOUSLY. SEAS REGULARLY
COMMUNICATES VIA MAIL, PHONE
AND EMAIL TO THE ENTIRE
SHIRLEY & JORDEN RIVER COMMUNITIES
TO BETTER INFORM RESIDENTS
ABOUT WATER, WATERSHED
AND OTHER IMPORTANT ISSUES, REQUIRES
ANNUAL CALL TO ACTION EACH YEAR.

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 _____

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

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
2006	1500	RURAL COMMUNICATION & EDUCATION

4. Does your organization:

Offer direct financial assistance to individuals or families?

☐ Yes ☒ NoProvide services that fall within the mandate of either
a senior government or a local service agency?☐ Yes ☒ NoProvide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)?☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign?

☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:Please refer to Page 6 of the *Grant-In-Aid - Application Completion Guide* regarding the following:**1. Acknowledgement****2. Reporting**

SHIRLEY EDUCATION AND ACTION Society
Financial Report 10 Sept 2017 – 13 Oct 2018

For the period of September 10th, 2017 to today October 13th, 2018, SEAS had an income of \$ 10 (one membership fee) and expenses of \$ 105.00. The membership fee was a cash payment and the expense payment was made per check (#62).

The payment of \$ 105.00 was made to Capital Computers for one year of the domain names SEASBC.org and StayRural.org and one year hosting of the SEASBC.org website. Thanks to the efforts of Michael we got this reduced invoice.

We got already the invoice for hosting SEASBC.org (10-29-2018 to 10-29-2019) which amounts to \$125.37 and the invoice for the domain names SEASBC.org and StayRural.org (10-29-2018 to 10-29-2019) which is \$ 41.90. After payment of those invoices we will have 269.83 on the account. We also have to pay for the annual report and the hall rental.

We also did receive from Capital Computers two erroneous invoices for hosting of ShirleyEmergency.org.

SAMPLE COMMUNICATION TO Shirley Community

An important message from SEAS (Shirley Education and Action Society)

Further to the message from our neighbours on Seaside Drive regarding the break-in, it is an appropriate time to remind you that the RCMP recommends that you **do not park your car, trucks or other vehicles on the street**. It allows neighbours to know when folks are in the area who should not be - as cars parked on the street mean that the house is being cased. If there are cars on the street, it becomes more difficult to identify out-of-the area vehicles as well as promotes vehicular break-ins.

Here is a link to some other tips from the RCMP, some of which help in our neighbourhood.

<http://bc.rcmp-grc.gc.ca/ViewPage.action?siteNodeid=87&languageid=1&contentid=1142>

Other useful TIPS:

1. Do not announce to the world that you will be away

Burglars want the house to be empty as much as you do not want to be present when a break in happens. Announcing on any platform that the family will be away is the same as inviting every thief living out there. Try to make your house look like there are people in it while you are away. This can help people stay out of your property as much as possible.

Here are some tips on how to protect your home from burglars and making it look like occupied:

-Turn the volume of your telephone down, so that people outside cannot hear the phone ring. Burglars sometimes call the house phone to check if anyone is home. If possible, have your calls forwarded as well.

-Do not leave notes on the door saying that you will be back in _____ number of days. This is an open invitation for burglars to come in and take advantage of your absence.

-Secure your home with automatic light timers, so that lights turn on and off at a specific time set by you. This will create the impression that there is someone in the house. You can also incorporate this in your driveway entry alert alarms making the house as foolproof as possible.

-Always park your car in the garage, car port or on your property. Never park on the street as it causes police or neighbours problems identifying burglars, their vehicles or people "casing" the area.

2. Make it a challenge for them to break in

Burglars would rather break in a house that has its doors or windows unlocked, than one with doors and windows that are backed up by high quality locks. One of the best ways to prevent break-ins is to purchase locks that have internal anti-saw and anti-drill pins, so that it will be hard to saw or drill through the bolt. Avoid leaving ladders or anything a thief can climb up on to get into your home as well.

3. Make it hard for them to hide

Taking away a robber's cover will lessen chances of him/her attempting to break in. They can hide behind trees or bushes, so make sure to trim them down. You can also use thorny plants to hurt the robbers. Ensure that all entry points of your home are well lit, so that anyone attempting to break in can easily be seen by neighbors or people around the area. Lights with alarm system motion sensors are a plus, since the illumination whenever someone passes by attracts attention.

4. Install a good home security system for your home

These home security alarms do not guarantee that burglars will run out of the house as soon as they ring, but they will help. However, they can increase the chances of thieves getting caught, which make it less likely for them to stay in your home. Also, use glass-break sensors that will set off alarms once a window or a glass panel is broken. Try to make it obvious to people that your house is equipped with alarms by putting a yard sign and window stickers saying that the house is protected by a security system. There should be a multitude of choices from your alarm system store. Stores can also give you tips on installing a security system like wired and wireless

5. Be friends with your neighbors

The best security to combat burglary is neighbors who look out for each other. Try making an effort to befriend your neighbours, so that you can ask them for favours when you are out of town. Also consider setting up a block watch, if your area does not have one yet.

6. Do not show your newly purchased items

As much as possible, avoid showing anything newly bought. This applies especially to new televisions, game consoles, and other electronics and appliances that will sell for a lot of money on the street. Do not leave empty boxes of new things outside because this only shows potential burglars what new items you have. Protect your house by being as private as you can.

Burglary has been a problem throughout the years. Often, homeowners or property owners become vulnerable to theft and trespassing for being too lax on security. Despite how the neighbourhood appears to be, it is always in the best interest of homeowners to invest on additional security like surveillance cameras. Likewise, keeping up to date with the news can also be an effective way to prevent any burglary. The news offers fresh insights on what perpetrators are using these days to commit the crime. Call your local police office and ask for additional information. Looking up on the latest security systems can also provide extra security. Educate members of the family on ways to look out for the house and double-checking houses whether inside or outside the home.

About SEAS: Shirley Education and Action Society was founded in 2003 with the mandate to educate and act with the purpose of keeping Shirley a rural community. The Society represents members in the Shirley Community who have come together working to keep our community rural. For more information about SEAS volunteer members fighting to keep the rural lifestyle alive in Shirley. Go to www.SEASBC.org.