

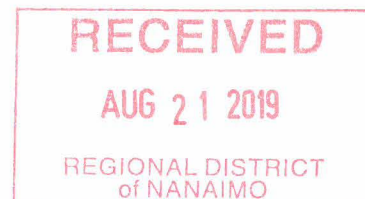


Mount Arrowsmith Pipe Band Association

P.O. Box 1671, Parksville, BC., V9P 2H5

August 21, 2019

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2



Dear Sir/Madam:

RE: 2020 Community Grant Application

Please find enclosed our application for a 2020 Community Grant.

We trust you will find the above to be in order, and we look forward to hearing from you.

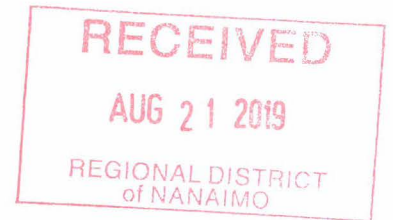
Thank you.

Yours truly,

A handwritten signature in blue ink, appearing to read "Susan", written over a horizontal line.

Susan Wismer
Secretary

Encl.



MOUNT ARROWSMITH PIPE BAND ASSOCIATION

**Community Grants Program Application – 2020
Regional District of Nanaimo**

Submitted: August 22, 2019

Mount Arrowsmith Pipe Band Association

Document Index

2019 Performance Schedule	Tab 1
Members' In-Kind Contributions	Tab 2
Professional Quote (Island Bagpipes)	Tab 3
2019 Budget	Tab 4
2018 Financial Statement	Tab 5
2019 Annual Report	Tab 6

COMMUNITY GRANTS PROGRAM APPLICATION

NAME OF ORGANIZATION Mount Arrowsmith Pipe Band Association		GRANT AMOUNT REQUESTED \$2000.00
MAILING ADDRESS P.O. Box 1671 Parksville, BC		
POSTAL CODE V9P 2H5	CONTACT PERSON Susan Wismer	
EMAIL ADDRESS [REDACTED]	TELEPHONE NUMBER [REDACTED]	

PLEASE REVIEW THE COMMUNITY GRANTS CRITERIA OUTLINED ON THE LAST PAGE OF THIS FORM. DOES YOUR ORGANIZATION MEET THE CRITERIA FOR THIS PROGRAM?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
---	---	-----------------------------

IMPORTANT: If your organization meets the Community Grants criteria, and if you can answer 'yes' to the following four questions, please proceed to complete this application for submission.

Are you a registered non-profit organization in good standing?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does your organization provide a social enrichment service to the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project fill a need in the community?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Does the project promote volunteer participation and citizen involvement?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Application Submission Requirements

Please provide the following information. Items 1 through 14 are mandatory requirements for consideration of the application. Please attach additional pages with corresponding question numbers if more space is required.

1. Provide information about the programs and services offered to the community by your organization.

See attached Addendum.

2. Provide information regarding your organization's revenue generating activities and other sources of income.

We receive financial assistance from the Royal Canadian Legion (Branches 49 and 211), the City of Parksville and BC Gaming. We also generate revenue from fundraising activities, and through performance fees. We are actively pursuing corporate sponsorship opportunities.

COMMUNITY GRANTS PROGRAM APPLICATION
REGIONAL DISTRICT OF NANAIMO

MOUNT ARROWSMITH PIPE BAND ASSOCIATION

ADDENDUM

1. *Provide information about the programs and services offered to the community by your organization.*

The Mount Arrowsmith Pipe Band is widely recognized as Parksville's/Oceanside's community pipe band. For over 43 years, we have been contributing to the community pride and spirit of Oceanside through our performances at numerous events, including the Parksville and Bowser Canada Day celebrations, local Remembrance Day ceremonies, the Qualicum Beach Family Day Festival, and this year, the CFL Salute to Veterans at BC Place in Vancouver.

We are committed to serving our community, and to that end, we provide free musical performances for seniors at local seniors' residences, entertain summer tourists at the Parksville Community Beach, pipe in dignitaries at civic events, and provide a rousing piping welcome to military and emergency workers as they make their way through Oceanside.

We will be performing at 41 community events in 2019, for a public audience total of 67,685. (Please refer to our 2019 performance schedule under Tab 1.)

We are also committed to the promotion of pipe music and traditions, and provide free musical instruction to individuals of all ages and abilities who wish to learn the pipes or drums. Currently, we are providing musical instruction to 4 pipers and 1 drummer.

We implemented a membership recruitment strategy in 2017, with a goal of continually increasing our membership. In particular, we are focusing on recruitment of local students and youth, and currently have 2 junior members under the age of 14.

3. Does your organization own its own facility? Yes ☐ No ☒

Grant Request Information:

4. Describe the project that this grant is intended to be used for.

Our goal is to purchase new band equipment and uniforms over a 3-year period (2018 - 2020).

We completed Phase 1 of our 3-year strategy in 2018, and are currently in the process of completing Phase 2. We will complete Phase 3, the final phase of our strategy, in 2020.

5. Provide the project start and end date.

Start Date: January 1, 2020

End Date: December 31, 2020

6. Describe the benefit of the project for the residents fo the Regional District.

As a community pipe band, we believe our performances contribute to a sense of community spirit and pride. Maintaining a high standard of musical performance, dress and deportment is important to us, and enables us to represent our community to the best of our ability.

7. How many people does your organization anticipate will attend, benefit or participate in this project?

In 2019, we will perform at 41 community events, reaching a total public audience of 67,685. (Please refer to our 2019 performance schedule, Tab 1.) We expect to see similar numbers in 2020.

8. Describe how the project will promote volunteer participation and citizen involvement. Include a description of the types of roles the volunteers will undertake.

The Mount Arrowsmith Pipe Band is a purely volunteer organization. Our band members give freely of their time and talents to ensure the success and sustainability of our organization. Our members will provide a total of 4,059 volunteer hours in 2019. This includes band practices, performances and instruction time. (Please refer to our 2019 Members' In-Kind Contributions, Tab 2.)

9. Provide details of how the grant funding will be used and a breakdown of expenses.

We adopted a multi-year uniform/equipment replacement strategy due to the high cost of Highland wear (outfitting a single piper or drummer costs approximately \$1,500, not including instruments). We successfully completed Phase 1 in 2018, and are currently completing Phase 2.

If our application is successful, our RDN grant funding will be applied to Phase 3 of our uniform/equipment replacement strategy, which we plan to complete in 2020. (Please refer to professional quote from Island Bagpipe for Phase 3 costs, under Tab 3).

10. Provide information regarding revenues and fees that will be charged for the event or program (if applicable).

N/A

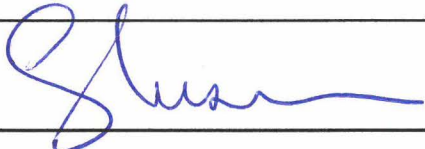
11. Provide details regarding all other sources of funding for this project including financial contributions and any grants received, or applied for, from other sources, i.e. other municipalities, levels of government or service organizations.

Municipal grant	\$500
Legion donations	\$500
Gaming grant	\$1000
Fundraising	\$500

Budget Information – please provide the following information as separate attachments:

- | | | |
|---|----------|-----|
| 12. Provide a copy of your organization's current year budget. | Attached | |
| 13. Provide a copy of your organization's latest financial statement. | Attached | |
| 14. Provide an annual report for your organization, if applicable. | Attached | N/A |

Applications received that are incomplete, that do not meet the criteria, or are received after the deadline will not be considered. Please check to ensure that you have provided all information and details as requested in this application prior to submission.

SIGNATURE 	DATE August 21, 2019
---	--------------------------------

Please submit your organization's completed application to:

Finance Department
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
Telephone: 250-390-4111 or toll free 1-877-607-4111, Fax: 250-390-6572
Email: inquiries@rdn.bc.ca

Please Note: The Regional District of Nanaimo is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and cannot guarantee that information provided can or will be held in confidence.

MOUNT ARROWSMITH PIPE BAND ASSOCIATION

2019 PERFORMANCES

Event	When	Where	Community Benefit	Audience Numbers
New Years Day Levee	January 1	Royal Canadian Legion (Bowser)	Support for the Legion and its members	50
New Years Day Levee	January 1	Royal Canadian Legion (Parksville)	Support for the Legion and its members	100
Robbie Burns Dinner	January 25	Royal Canadian Legion (Bowser)	Promote and preserve Scottish culture, heritage and music in the Oceanside community	200
Parksville Scouts Dinner	February 20	Parksville	Support for the Parksville Scouts and their families	100
BC Provincial Firefighters Curling Championship	February 21	Parksville	Support for a community event, and BC's first responders	200

Event	When	Where	Community Benefit	Audience Numbers
Veterans' Luncheon	April 7	Royal Canadian Legion (Parksville)	Foster support for Canada's veterans	100
Parksville Cubs Information Session	April 24	Parksville	Provide a fun educational opportunity for Parksville's youth	30
Victoria Highland Games	May 18	Victoria, BC	Promote and preserve Scottish heritage, culture and music	5,000
Victoria Day Parade and Celebrations	May 20	Cumberland	Foster community spirit by providing entertainment at community festivals	3,500
Family Day Parade	May 26	Qualicum Beach	Foster community spirit by providing entertainment at community festivals	2,000
Union Bay Day	June 9	Union Bay	Foster community spirit by providing entertainment at community festivals	1,000

Event	When	Where	Community Benefit	Audience Numbers
Summer by the Sea Market	June 11	Parksville	Foster community spirit by providing entertainment at community festivals	800
Community Performance	June 19	Black Goose Inn, Parksville	Promote the Oceanside community by providing entertainment to tourists and residents	100
Parksville Museum Market	June 28	Parksville Heritage Museum	Foster community spirit by providing entertainment at a local event	75
Canada Day Parade and Celebrations	July 1	Parksville	Foster community spirit and national pride	10,000
Canada Day Celebrations	July 1	Bowser	Foster community spirit and national pride	800

Event	When	Where	Community Benefit	Audience Numbers
Seniors Concert	July 10	Stanford Seniors Centre, Parksville	Help seniors maintain a connection to their community	100
Arrowsmith Golf Club Breast Cancer Charity	July 20	Parksville	Support a charitable event in the community	200
St. Anne's Church 125 th Anniversary	July 20	Parksville	Support an important heritage event in the community	100
Blast from the Past Car Show	Aug 3	Coombs	Support and provide entertainment at a community event	1,000
Campbell River Highland Games	Aug 10 - 11	Campbell River	Promote and preserve Scottish culture, heritage and music	3,000
Bowser Lawn Mower Races	Aug 18	Bowser Legion	Support and provide entertainment at a community festival	500
Lighthouse Country Fair	Aug 31	Bowser	Support and provide entertainment at a community festival	600

Event	When	Where	Community Benefit	Audience Numbers
Seniors Concert	Sept 11	Trillium Seniors Centre, Parksville	Help seniors maintain a connection to their community	100
Veterans' Appreciation Dinner	October 20	Royal Canadian Legion (Bowser)	Demonstrate support for Canada's veterans	200
Raising of the Flag	October 25	Royal Canadian Legion (Parksville)	Support Canada's veterans, and foster community spirit and pride	80
CFL Veterans Salute	November 2	Vancouver	Demonstrate support for Canada's veterans	30,000
Salvation Army Church Parade	November 10	Parksville	Demonstrate support for the Salvation Army's work in the community	200
Legion Bus Tours	TBD (3 events)	Parksville	Support and entertain Canada's veterans	300
Remembrance Day Ceremonies	November 11	Parksville	Support the community in honouring Canada's war veterans	5,000

Event	When	Where	Community Benefit	Audience Numbers
Remembrance Day Ceremonies	November 11	Bowser	Support the community in remembering and honouring Canada's war veterans	500
Remembrance Day Ceremonies- Local Schools	November 7 / 8	Local schools – Nanoose Bay, Qualicum Beach, Errington, Parksville (2), Bowser	Support local schools in remembering and honouring Canada's war veterans	1,200
Christmas Tree Light Up	November 22	Parksville	Entertain at a community festival	500
Installation of Officers	Dec 1	Parksville Legion	Demonstrate support for Canada's veterans	50

TOTAL AUDIENCE NUMBERS: 67,685

Mount Arrowsmith Pipe Band Association

Members' In-Kind Contributions Summary 2019

Full Band Practices/Rehearsals: \$31,740

(1.5 hours/week @ 46 weeks x 23 members = 1587 hours x \$20/hour = \$31,740)

Drum Corps Practices: \$15,120

(2 hours/week @ 42 weeks x 9 members = 756 hours x \$20/hour = \$15,120)

Performances (including travel time): \$31,530

(average 2.5 hours/performance @ 27 full performances x 23 members = 1552.5 hours x \$20 = \$31,050)

(average 2 hours/performance @ 12 single piper performances = 21 hours x \$20 = \$480)

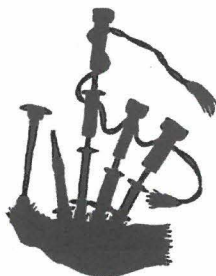
Instruction: \$2,800

Note: Instruction is provided free of charge to individuals of all ages who wish to learn pipes or drums. As of January 1, 2019, 5 pipers and 2 drummers are receiving instruction from senior band members.

(4 hours/week @ 35 weeks = 140 hours x \$20/hour = \$2,800)

TOTAL HOURS: 4,059.5

TOTAL IN-KIND CONTRIBUTIONS: \$81,190

**Island Bagpipe**

5775 Alder Way

Nanaimo BC V9T 5N4

250-585-6272

www.islandbagpipe.com

GST Registration No.: 808527048RT0001

Estimate

ADDRESSMt Arrowsmith Pipe Band
Parksville BC**SHIP TO**Mt Arrowsmith Pipe Band
Mt Arrowsmith Pipe Band
Parksville, BC**ESTIMATE #** 1065**DATE** 20-08-2019**EXPIRATION DATE** 31-12-2019

ACTIVITY	QTY	RATE	TAX	AMOUNT
Bandspec Cape Bandspec Inverness Cape	15	89.00	S	1,335.00
Pipe Band Hose - NB Pipe Band Hose - Navy Blue	15	19.95	S	299.25
Deluxe PBS SS Deluxe Pipe Band Shirt Short Sleeve - White	15	29.00	S	435.00
Remo Cybermax Remo Cybermax 14 " Top Snare Head	4	89.00	S	356.00
Aquarian Articulator - 16 Aquarian Articulator - 16" Tenor Head - White	3	49.00	S	147.00
8 Yard Kilt 8 Yard Scottish Made Kilt - Cameron of Erracht Tartan	4	649.00	S	2,596.00

SUBTOTAL	5,168.25
GST @ 5%	258.41
PST (BC) @ 7%	361.78
TOTAL	\$5,788.44

Accepted By

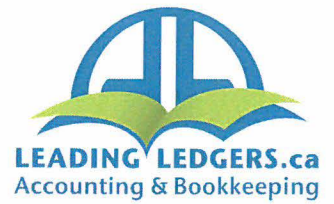
Accepted Date

Mount Arrowsmith Pipe Band Association

BUDGET

Projected Revenues and Expenses for the year ending December 31, 2019

	General Fund	Gaming Fund	Total
<hr/>			
Revenues			
<i>Opening bank balance</i>	2,363.76	1,263.89	3,627.65
Municipal funding	3,100.00		3,100.00
Community Gaming Grant		8,000.00	8,000.00
Legion donations		3,000.00	3,000.00
Private donations	400.00		400.00
Fundraising	3,500.00		3,500.00
	<hr/>		
	\$9,363.76	\$12,263.89	\$21,627.65
<hr/>			
Expenses			
Accounting and Legal		600.00	
Office Administration		800.00	
Advertising / Promotions		700.00	
Bank charges	30.00	60.00	
Event costs	780.00		
Insurance		540.00	
Licenses and dues	150.00	225.00	
Hall rental		1,800.00	
Instruments/supplies		4,900.00	
Uniforms	5,000.00		
Travel/Accommodation	2,500.00		
Fundraising	400.00		
Instruction		2,000.00	
	<hr/>		
	\$8,860.00	\$11,625.00	\$20,485.00
<hr/>			
Excess of Revenue over Expenses	\$503.76	\$638.89	\$1,142.65



NOTICE TO READER

I have compiled the balance sheet of Mount Arrowsmith Pipe Band Association. as at December 31, 2018 and the statements of sources and uses of funds, and members' equity for the year then ended from information provided by the membership.

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

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



LEADINGLEDGERS INCORPORATED

February 13, 2019

MOUNT ARROWSMITH PIPE BAND ASSOCIATION
Statement of Financial Position
December 31, 2018

	General Fund	Gaming Fund	<u>2018</u>	<u>2017</u>
ASSET				
Current Assets				
General Bank Account	2,364	1,264	3,628	3,870
Capital Assets				
Instruments and equipment	47,637	11,255	58,892	45,092
Accum. Amort. -Instruments & Equip	<u>(24,843)</u>	<u>(1,688)</u>	<u>(26,531)</u>	<u>(20,821)</u>
Total Capital Assets	<u>22,794</u>	<u>9,567</u>	<u>32,361</u>	<u>24,271</u>
TOTAL ASSET	<u>25,158</u>	<u>10,831</u>	<u>35,989</u>	<u>28,141</u>
LIABILITY				
Current Liabilities				
Accrued Liabilities	<u>600</u>	<u></u>	<u>600</u>	<u>600</u>
TOTAL LIABILITY	<u>600</u>	<u></u>	<u>600</u>	<u>600</u>
MEMBERS' EQUITY				
Total Members' Equity	<u>24,557</u>	<u>10,831</u>	<u>35,388</u>	<u>27,541</u>
LIABILITIES AND MEMBERS' EQUITY	<u>25,157</u>	<u>10,831</u>	<u>35,988</u>	<u>28,141</u>

MOUNT ARROWSMITH PIPE BAND ASSOCIATION
Statement of Sources and Uses of Funds
For the year end, December 31, 2018

	General Fund	Gaming Fund	2018	2017
SOURCES OF FUNDS				
Membership Contributions	100		100	2,400
Donations from other service orgs	6,400	5,000	11,400	8,550
Donation for capital assets	1,120		1,120	
Gaming grant		10,000	10,000	
Net Sources	<u>7,620</u>	<u>15,000</u>	<u>22,620</u>	<u>10,950</u>
TOTAL SOURCES OF FUNDING	<u>7,620</u>	<u>15,000</u>	<u>22,620</u>	<u>10,950</u>
USES OF FUNDS				
General & Administrative Expenses				
Accounting & Legal		473	473	371
Advertising & Promotions		1,008	1,008	465
Administrative		296	296	68
Bursary	200		200	
Depreciation of capital equipment (15%)	4,023	1,688	5,711	
Event Costs	902		902	266
Licenses and Dues	113		113	335
Insurance	535		535	525
Interest & Bank Charges	24	54	78	226
Office Supplies		39	39	256
Rent		1,605	1,605	500
Supplies, Uniforms and Instruments	6,358	11,255	17,613	9,675
Training			0	0
TOTAL USES OF FUNDS	<u>12,155</u>	<u>16,418</u>	<u>28,573</u>	<u>12,687</u>
SURPLUS (DEFICIT) FOR THE PERIOD	<u>-4,535</u>	<u>-1,418</u>	<u>-5,953</u>	<u>-1,737</u>
Member's Equity - Beginning of Year	26,547	994	27,541	50,099
Surplus (Deficit)	-4,535	-1,418	-5,953	-1,737
Adjustment for Accumulated Amortization of Instruments and Uniforms			0	-20,821
Allocation of Capital Assets	2,545	11,255	13,800	
Members' Equity - End of Year	<u>24,557</u>	<u>10,831</u>	<u>35,388</u>	<u>27,541</u>

Last Name, First Name Middle Name:

MULDERS, DON

Delivery Address:

[REDACTED]

Last Name, First Name Middle Name:

SHACKLETON, ROBIN

Delivery Address:

[REDACTED]

Last Name, First Name Middle Name:

WALTERS, MARGO

Delivery Address:

[REDACTED]

Last Name, First Name Middle Name:

WISMER, SUSAN ANN

Delivery Address:

[REDACTED]

CERTIFICATION

I, Susan Wismer, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.

