



MUNICIPALITY OF West Elgin

Community Grant Application Form

| | | |
|---|---------------------------------|--|
| Name of Application / Organization / Service Club / Community Group Aldborough Public School | | |
| Contact Person | David Fife | Position held in organization Principal |
| Mailing Address | 11443 Furnival Rd. Rodney, Ont. | Telephone / Cell Phone # 519.785.0811 226.926.1695 |
| Email Address | d.fife@tvdsb.ca | Website aldborough.tvdsb.ca |

| | |
|---|--------------------|
| Specifics of Event / Project / Program requesting funds New school sign with full colour electronic messaging center display. | |
| Total Project Budget \$37,185.48 (including HST) | |
| Amount of Funds requested from the Municipality (For in-kind requests, please provide the monetary equivalent of the grant request) \$15,000 | |
| Have you applied to the Municipality for funding in the past? | No |
| Do you want to present your request to Council? | Yes (if requested) |

Community Grant Application Form

For Organizations / Service Clubs

| | |
|--|-------------------|
| Are you a non-profit organization? | Yes |
| Charitable registration number (if applicable) | 87018-2839-RR0001 |
| Date of Incorporation | N/A |
| Grant Category: Youth / Senior Event Community Beautification Arts, Culture & Heritage Tourism Development Community Special Event Capital Funding for a Specific Project Other – one time grant request | Capital Funding |
| Please provide a brief history of your organization and indicate if it is incorporated as a non-profit organization. Aldborough Public School is a non-profit organization. We are part of the Thames Valley District School Board. | |
| Is your group able to issue charitable tax receipts on its own? Yes. Tax receipts are issued through the Thames Valley District School Board. | |
| What are the general objectives / services of your organization? School Vision - A great place to learn, and grow. School Mission - To develop respect, authenticity, persistence and mindfulness in our students. | |
| In what geographical area does your organization operate? West Elgin | |
| Do volunteers participate in your organization? If yes, indicate the number of volunteers and type of involvement. In a typical year we have between 10-15 volunteers. They support our parent council, hot lunch program and fund raising initiatives. | |
| List the Executive Officers of your organization. David Fife - Principal Amanda Stover - Vice Principal Megan Bartlett - Secretary | |

Community Grant Application Form

Project Information

Please provide a brief description of the event, program or project. Include goals and timelines.
Our project is to purchase a new school sign, installed by the March Break.

November 3rd - Parent Council Funding Approval

November 3rd - School Budget Funding Approval

November 16th - Project Donation Campaign

November 25th - Project Approval on Quotes

November 26th - Project Approval on Location and Specs by TVDSB Facility Services

December 8th - West Elgin Grant Application

Goal: All funding in place by February 26th in order to place Purchase Order for sign.

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

Aldborough P.S. has gone through a re-branding since the renovation of the school was finished in 2016. We have a new logo, colour scheme and have created a vision for the school along with core values we want all students to develop. We have also developed plans to create more community connections and volunteer opportunities for our students. As part of our goal of re-branding the school and making it a pillar of the community we want to buy and install a new sign with a full colour electronic messaging display. The new sign will allow us to communicate school messages and events to the community. We would love to partner with the municipality to use the new sign as way to communicate important community related messages.

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

Partial funding for purchase and installation of new school sign with full colour electronic messaging center display.

For in-kind requests, please provide details on type of request (ex. Materials, equipment, resources, etc.)

N/A

Please indicate what other sources of funding are supporting this Event / Program / Project.

School Budget

Parent Council Donations

Local Business Donations

Who will benefit from the purposed Event / Project / Program (ex. Children, seniors, etc.)

Students

Families

Community Members

Financial Information

Please find attached the following documents:

Appendix A: Project Budget: Revenue Sources and Project: Expenses

Appendix B: School Budget Summary (2019-2020)

Appendix C: Parent Council Financial Year End Report (2019-2020)

Appendix D: Aldborough Non-Board Funds Report (2019-2020)

Note: Line items in the Appendix D are School Council fundraising items. These line items are bound by Board Policy for fundraising and must be spent on the activity, event or products which were set by council prior to the fundraising event.

Project Budget

| Project Expenses | Cost |
|---|----------|
| The cost includes the purchase and installation of a electronic sign. | 37185.48 |

Revenue Sources

| School Contributions | Amount | Grants | Amount | Community Donations | Amount |
|----------------------|--------------|----------------------------|--------------|---------------------|--------------|
| Parent Council | 2150 | West Elgin Community Grant | 15000 | | |
| School Budget | 3000 | | | | |
| School Donations | 5000 | | | | |
| CURRENT TOTAL | 10150 | PROPOSED TOTAL | 15000 | TARGET | 13000 |
| | | GRAND TOTAL | | | 38150 |

BUDGET REPORT For 103301025000 Supplies & Services - General
From 2020-1 To 2020-15

| Account # | Description | Status | Precommitments | Commitments | Expenses | Total | Budget | Available | % Spent |
|--------------|-------------------------------|--------|----------------|-------------|-----------|-----------|-----------|-----------|---------|
| 103301025000 | Supplies & Services - General | | 0.00 | 0.00 | 27,811.23 | 27,811.23 | 36,889.00 | 9,077.77 | 75.39 |

Appendix B

Appendix C



Financial Summary Year End Report

Name of School

Aldborough Public School

Preferred Name of School
Council / Parent Group :

Aldborough Parent Council

Funds within the school's bank account?

Yes

Other Funds

Please specify (e.g., Lottery Acct)

| | | | <u>ID</u> | <u>Formula</u> |
|---|----|------------------|-----------|----------------|
| Opening Balance (Sept 1, 2019) | \$ | 18,868.24 | <i>a</i> | |
| Revenues | | 20,379.95 | <i>b</i> | |
| Expenses | | 25,471.28 | <i>c</i> | |
| Net Transfers (<i>Transfers Out - Transfers In</i>) | | 0.00 | <i>d</i> | |
| Total Expenses | | 25,471.28 | <i>e</i> | $= c + d$ |
| Net Financial Activity | | -5,091.33 | <i>f</i> | $= b - e$ |
| Ending Balance (Aug 31, 2020) | \$ | 13,776.91 | <i>g</i> | $= a + f$ |

Does the School Council/Parent Group have any other Assets or Liabilities of August 31, 2020?

If so, please enter the amount below:

Other Assets

Other Liabilities

Approved
By Chair

Tina Hill [Signature]

Sept 21/20
(Date)

Approved
By Treasurer

Michelle Campbell [Signature]
(Print Name) (Signature)

Sept 21/20
(Date)

Notes/Explanations

- Please review this form and the accompanying supporting documentation, if your school council/parent group has an additional separate bank account (for example: a lottery account), please complete a blank form provided for each separate account
- If you have any questions or concerns regarding the values presented please contact David Munroe at d.munroe@tvdsb.ca
- Please submit your approved "Financial Summary Year End forms" to d.munroe@tvdsb.ca by September 23, 2020

Unassigned Category Umbrella Type
1.6 Parent Groups
SC - Eimira Meals
SC Fundscrip
SC - Pizza Sale
SC - School Council Funds
SC Carmichael's Meals
SC Chocolate Bars
SC DFS Fundraiser
SC Flowerbed Fundraiser
SC Fun In Sun
SC Hot Lunches
XXX SC Meet the Teacher Night

| | <u>Balance</u> | <u>Expense</u> | <u>Revenue</u> | <u>Transfer In</u> | <u>Transfer Out</u> | <u>Balance</u> |
|----------------------|----------------|----------------|----------------|--------------------|---------------------|----------------|
| | <u>Forward</u> | | | | | |
| 6025 | \$737.00 | \$4,919.00 | \$2,692.00 | \$0.00 | \$0.00 | -\$1,490.00 |
| 4015 | \$259.38 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$259.38 |
| 8006 | \$60.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$60.00 |
| 9900 | \$10,095.47 | \$9,705.55 | \$0.00 | \$0.00 | \$0.00 | \$389.92 |
| 11003 | \$0.00 | \$2,478.00 | \$3,565.00 | \$0.00 | \$0.00 | \$1,087.00 |
| 9902 | \$0.00 | \$1,101.75 | \$1,680.00 | \$0.00 | \$0.00 | \$578.25 |
| 9901 | \$0.00 | \$2,234.99 | \$4,389.00 | \$0.00 | \$0.00 | \$2,154.01 |
| 12123 | \$283.17 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$283.17 |
| 9905 | \$2,498.49 | \$0.00 | \$50.00 | \$0.00 | \$0.00 | \$2,548.49 |
| 11002 | \$4,934.73 | \$5,031.99 | \$8,003.95 | \$0.00 | \$0.00 | \$7,906.69 |
| 11001 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Umbrella Total: | \$18,868.24 | \$25,471.28 | \$20,379.95 | \$0.00 | \$0.00 | \$13,776.91 |
| Umbrella Type Total: | \$18,868.24 | \$25,471.28 | \$20,379.95 | \$0.00 | \$0.00 | \$13,776.91 |
| Grand Total: | \$18,868.24 | \$25,471.28 | \$20,379.95 | \$0.00 | \$0.00 | \$13,776.91 |

Appendix D