

Capital Regional District

Supplementary Meeting Agenda

Electoral Area Services Committee

Wednesday, February 17, 2016

1:35 PM

Room 107

5. Committee Business

5.5: *Grants-in-Aid*

5.5.1. 16-272 *Additional Grant-in-Aid - Southern Gulf Islands*

Recommendation:

That the Electoral Area Services Committee recommends to the Capital Regional District Board:

That payment be made to the following grant-in-aid application:

1) Saturna Island Grant-in-Aid as approved by Director Howe

* Saturna Island Marine Research and Education Society \$6,000

Attachments:

Additional Grant-In-Aid-Southern Gulf Islands



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EASC-Agenda Item 5.5 Additional Grant in Aid

GRANT IN AID REQUEST FORM (Vendor 900)

TO: **MANAGER, ACCOUNTING SERVICES
FINANCE & TECHNOLOGY DEPARTMENT**

DATE: 12/02/16
(dd/mm/yy)

SUBJECT: **REQUEST FOR GRANT IN AID**

Electoral Area: SGI

Organization for which the Grant in Aid is requested:

Saturna Island Marine Research & Education Society

Amount Approved: \$ 6000^e

Tax Code:

Account Assignment:

B/A	G/L	Cost Centre
1001	544000	100082 – JDF _____ 100083 – SSI _____ 100085 – SGI _____

Requested by: David Howe
Director's Signature
David Howe
Print Name

12/02/16
Date Received (dd/mm/yy)

FINANCE ONLY

Request received and acted upon by:

Signature: _____

Print Name: _____

Capital Regional District

Grant-In-Aid

Application Form

Saturna Island Marine Research & Education Society

SIMRES

February 12, 2016

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By

Name and Address of Applicant: Saturna Island Marine Research & Education Society
PO Box 117, 727 Trillium Trail, East Point
Saturna Island, BC V0N 2Y0

Contact(s): Larry Peck 250-216-3681 _____
(name) (phone) (fax)
larry.peck@saturnamarineresearch.ca
Email address

Contact(s): Charles Reif 250-539-2319 _____
(name) (phone) (fax)
creif@shaw.ca
Email address

Application Summary

Project or purpose for which you require assistance:
FUNDING FOR AN INFORMATION AND OUTREACH INITIATIVE using internet web design, social media and YouTube video productions as a communication tool to raise awareness about the environmental issues that we are facing with our marine ecosystems in the Salish Sea and to encourage the development of educational programs and activities here in the Southern Gulf Islands which can help address these issues.

Amount of grant requested \$ \$6,000.00

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)

Larry Peck
(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?

Our SIMRES programmes encourage marine researchers, educators, students and members of environmental organizations to join us here on Saturna Island not only with the objective of promoting workshops and research projects, but also with the purpose of reaching out to the general public so those who are interested can learn more about our marine ecosystems.

Students and researchers who come to Saturna Island bring with them their passion for the work they are doing while members of the general public are attracted by opportunities to learn more about our Salish Sea and participate in workshops and hands-on activities. All of these visitors will be requiring accommodation, food and attractions. No other organization is providing opportunities such as this for the development of community services. This is about promoting research and educational tourism.

2. Describe the geographic area that receives services or benefits from your organization.
Saturna and the Southern Gulf Islands are the main beneficiaries of our initiatives, but as a resource for marine research & education, our work will also have a much broader social and environmental impact.

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.

SIMRES has 9 directors; 60 members (growing); Community volunteers vary with projects and initiatives. We also have a volunteer advisory board with some of BC's senior scientists and educators. Our organization was founded in April 2012 and became a registered society in January of 2013.

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.

THIS IS AN INFORMATION AND OUTREACH INITIATIVE using internet web design, social media and YouTube video productions as a communication tool to raise awareness about the environmental issues that we are facing with our marine ecosystems in the Salish Sea and to encourage the development of educational programs and activities here in the Southern Gulf Islands which can help address these issues.

See additional information attached...

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

Our SIMRES programmes are designed to encourage students and researchers to come to Saturna Island and bring with them their passion for the work they are doing. Members of the general public who are interested in the marine environment will also be attracted by opportunities to learn more about our Salish Sea and will be encouraged to participate in workshops and hands-on activities. All of these visitors will be requiring accommodation, food and other attractions. In conclusion, this initiative will contribute to the growth of educational tourism, promote economic development and help build a more sustainable community on Saturna Island with benefits to all of the Southern Gulf Islands.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - 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 Some SIMRES funds are available for video production and have been applied as a source of funding.

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
2015	\$5,500	Sea Among Us Workshop & Erich Hoyt Event
2014	\$3,000	Hydrophone Project
2014	\$4,200	Underwater Camera Project
2013	\$3,000	Start-up funding

4. Does your organization:

Offer direct financial assistance to individuals or families? Yes No

Provide services that fall within the mandate of either
a senior government or a local service agency? Yes No

Provide 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

Project Description and Experience- Web Master - Sara Given

- Creating pages for sea talks based on the posters
- Updating the website so it is easily maintained with basic html and css and accessible from mobile devices
- Keeping pages current and accurate (ie. About pages, calendar, project updates)
- Writing and/or editing updates about seataks, projects etc. based on information from board meetings, SeaTalks and other events(via Nicole or Ingrid)
- Working to improve search engine optimization
- Report to the board on page activity and site traffic

I currently maintain 3 other websites for The Cinderella Project (thecinderellaproject.com), The Integrity Group (theintegritygroup.ca), and Whale Tales (whale-tales.org). I designed and coded the sites for The Cinderella Project and Whale Tales. I have worked with Dreamweaver for a few years now, and have also been coding HTML and CSS by hand. I also use Wordpress as a content management system for the 2 sites I built, and it's helpful for organizing sites and blog-type content. Converting the site to Wordpress might be something to consider for the future.

Project Description and Experience - Social Media Coordinator - Lindsay Curtis

As Social Media Coordinator for SIMRES I would be responsible for all of SIMRES social media sites including but not limited to Facebook, Twitter, Instagram, YouTube. Keeping sites maintained and updated with news, events, photos and videos regarding SIMRES and happenings around Saturna, as well as links to website whenever necessary. Posts about recent and upcoming SeaTalks would be priority with past events and natural facts about Saturna and the animals inhabiting it to be prioritized later. All news regarding the Society as well as the island can be passed on through Ingrid or Larry.

As well, following certain other pages on various social media outlets (egs: other marine education societies, other Gulf islands etc) and sharing any relevant posts. This would be done as often as possible.

Insights as to how well the site is doing will also be tracked. Facebook provides all insights including likes, reach and engagement would be relayed to the board whenever needed. Detailed breakdowns regarding gender, age and country of fans will also be available. Twitter insights regarding favourites, retweets, url clicks etc are also possible. Potential Instagram and YouTube insights currently being researched and will also be available.

I have been the Social Media Coordinator for Whale Tales (whale-tales.org) since 2014. Various duties include maintaining all social media sites and updating the three main sites (Facebook, Twitter, Instagram) as often as possible with stories, links, photos and events. As well, following other pages on the three main sites daily to keep up with current events, research and stories regarding cetaceans.

Filmmaker's Bio

A production company with a passion for real life stories, to be captured and presented at the highest quality.

Contact:

amy@zimmermangoelectric.com

adam@adammyhill.com

Phone: 778-988-9009

Hello!

We are a team of filmmakers who are extremely passionate about capturing real-life stories which deserve to be heard. We believe that documentaries can be a powerful agent of change and select stories which have cultural importance.

We run a fully functional production company from production to post. As a result, we consistently create exceptionally high quality projects, from feature films to music videos.

See below for our list of films and awards

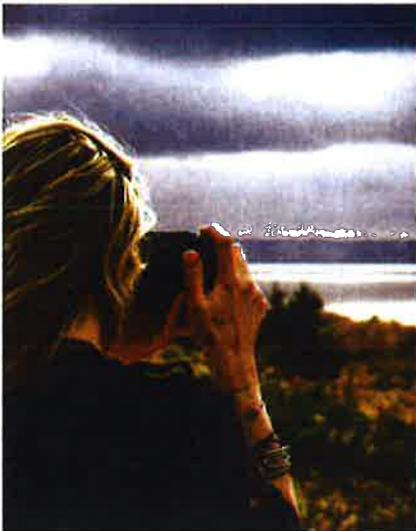
WHO WE ARE

Amy Zimmerman

Amy Zimmerman is a Vancouver based producer and clearance/product placement coordinator, proudly from Nova Scotia. Graduating with honours from UBC, she went on to school film school in Los Angeles. She has produced music videos for Canadian artist K-os, for which they were nominated for *best hip hop video of the year* with the Much Music video awards. Since then, she has production managed and produced several Vancouver productions including two feature length films, *Candiland*, starring Gary Busey and *Last Night in Suburbia* starring Lochlyn Munroe. In addition, Amy is a clearance and product placement coordinator for major studio productions such as Fox's *Minority Report*. She is currently developing documentaries that focus on Canada's coastline, her first love!

IMDB: Amy E. Zimmerman

Website/CV: www.zimmermangoelectric.com



Adam Myhill

Adam Myhill has been a Director of Photography on numerous feature films, CG projects and video games. He was cinematographer on the award winning documentary Fractured Land, which won best film at the Vancouver International Film Festival. He has been a DP for Electronic Arts, Blackbird Interactive and consulted for Microsoft, Ubisoft, and is CEO of a company which makes CG cinematography solutions.

IMDB: Adam Myhill

Website: www.adammyhill.com

PROJECT LIST

Adam Myhill

Cinematographer documentary 'Fractured Land'. Won best BC film at VIFF.

DOP Last Night in Suburbia- Feature length film for 2016 release.

DOP + Colorist web series "The Real People of Vancouver" A web series devoted to interviewing and investigating fascinating people in and around Vancouver.

DOP + Colorist music video "Me and a Moment" For Titlecard Pictures.

Colorist + pickups DOP feature "XBUS" Action thriller

DOP Commercial Doritos. Directed the cinematography using 4 helicopters, 3 operators.

DOP TV trailer Disney. A pilot test shoot for an upcoming TV series

DOP Feature 3D technical prototype Conan. For the upcoming Conan film.

DOP + Producer + Colorist Feature film 'Hell in a Handbag' 2013. HIAHB is an action horror comedy.

DOP Feature film 'Down Here' 2013. Won a Canadian Filmmaking award. A feature film about the missing women from the DTES of Vancouver.

DOP Commercial "Need For Speed: The Run" Directed by Michael Bay

Colorist short film "Take Me Home" A beautiful 18 minute short.



amy@zimmermangoelectric.com

adam@adammyhill.com



Amy Zimmerman

Upcoming Projects/In Development (Producer):

Fishing For Gold; The History of the Nova Scotia Tuna Fishery- Short Documentary (Spring 2016)

Fractured Compass- Short Film (Spring 2016)

Producer/Production Manager:

K-os "Spaceship" Music video / Pilot

K-os "Nyce to Know Ya" Music video

Last Night in Suburbia Feature

Candiland Feature

Found and Foraged Documentary Short

Twin River "Bend to Break" Music video

Louise Burns "Heaven" Music video

Darkness Short

Grim Sleeper TV movie (reshoot coordinator)

Product Placement/Clearances

Minority Report TV series

Impastor TV series

The Lottery Pilot

Tomorrow People TV series

Words and Pictures Feature

Ring of Fire TV movie

Producer Assistant/Script Coordinator

Disney's The Descendants Feature

Grizzly Maze Feature

Flowers in the Attic TV movie

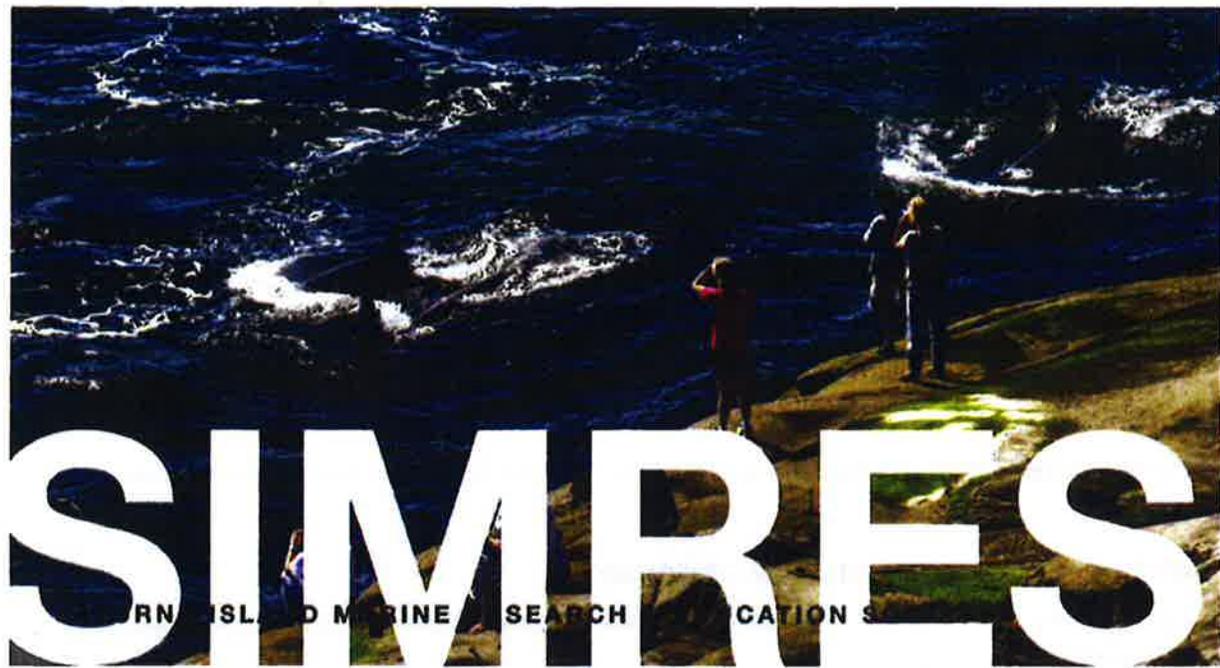
WHY US?

Our love of the ocean...

Adam and Amy have a strong love of the ocean. As avid sailors, when not on film sets they use their free time to explore the beauty of the sea around them. To combine their passions, they aspire to use their well honed skills in the film and television industry to help create positive change and awareness for subjects that matter, especially if it involves sea creatures great and small!



ZIMMERMAN GOES ELECTRIC FILM INC.



SeaTALK FILMING PROPOSAL 2016

Project Proposal

Prepared for: SIMRES

Prepared by: Amy Zimmerman, Producer and Adam Myhill, Director/Cinematographer

February 12, 2016

PROJECT PROPOSAL

Objective

To initially create one SIMRES promotional short video (from 2015 workshop) for the purposes of promotion and fundraising initiatives. To capture and edit SIMRES SeaTALKS (as our availability allows) into highlight videos, as well as giving full length talk footage to SIMRES for archival purposes.

Goals

To aid in the fundraising and awareness initiative of SIMRES. To attend as many SeaTALKS as possible as schedule allows.

Project Outline (In order to fulfill our short videos):

- We will attend the SeaTALKS (as our availability allows with the goal being all 6) in 2016 and shoot the workshops.
- We will conduct interviews as relevant.
- We will do our best to shoot all topics / events as desired by SIMRES.

Deliverables

- ZGE (*Zimmerman Goes Electric Film Inc*) will edit the footage into one highlight video per talk, and one 'full length' video per talk.
 - ZGE will deliver these videos to YouTube for SIMRES to share however they see fit. We will make available all workshop footage for SIMRES archives.
 - We will require access to the events, and on occasion accommodation for the duration of the workshop
 - In our Vancouver facilities, we will edit the footage and deliver the videos for SIMRES to distribute.
 - We will keep footage for our own documentary purposes, and gain permission from anyone interviewed for its use.
 - SIMRES may use footage for any non-commercial reasons.
 - ZGE retains ownership of the footage for use in other projects - IE: Documentary, TV, YouTube, etc. with proper permission from anyone highlighted in the footage.
 - To shoot the SeaTALKS in a non intrusive way, as to not disturb the integrity of the event.
-

ZIMMERMAN GOES ELECTRIC FILM INC.

BUDGET

Costs Associated with the Project

As SIMRES is a non profit organization, we will collaborate at a significantly reduced rate. We will however, be providing all our own gear (no rentals required) as well as our state of the art editing facilities in order to produce videos to the highest production quality standards. Below is the breakdown of the cost per video production (with a breakdown of what that includes)

Description	Quantity	Unit Price	Cost
SIMRES SeaTALKS 2016 Season (costs per talk)	1 Video		\$ 500
— travel expenses			incl
— camera/sound/editing equipment			incl
— prep/shoot/wrap of shooting			incl
— post production			incl
— colouring and titling			incl
Total per Video			\$ 500

Saturna Island Marine Research & Education Society

Information & Outreach Initiative 2016

Project Funding Sources

Grant In Aid	\$6,000.00
SIMRES funds carried over from 2015	<u>\$500.00</u>
	\$6,500.00

Project Budget

Project Web Design & Maintenance	\$2,500.00
Social Media Management	\$2,500.00
Video Production & Editing (3 videos)	<u>\$1,500.00</u>
	\$6,500.00

FOR DISCUSSION PURPOSES

SATURNA ISLAND MARINE RESEARCH EDUCATION SOCIETY

Financial Statements

December 31, 2015

FOR DISCUSSION PURPOSES

NOTICE TO READER

On the basis of information provided by management, we have compiled the balance sheet of Saturna Island Marine Research Education Society as at December 31, 2015 and the statement of operations and unrestricted net assets for the year then ended.

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

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

CHARTERED ACCOUNTANTS

Vancouver, British Columbia
February 11, 2016

Disclaimer of Liability

These financial statements were compiled solely for the use of Saturna Island Marine Research Education Society. We make no representations of any kind to any other person in respect of these financial statements and accept no responsibility for their use by any other person.

SATURNA ISLAND MARINE RESEARCH EDUCATION SOCIETY

Balance Sheet

As at December 31, 2015

	2015	2014
	\$	\$
ASSETS		
Current		
Cash	<u>6,400</u>	<u>9,316</u>
Property and equipment (note 2)	<u>37,052</u>	<u>29,836</u>
	<u><u>43,452</u></u>	<u><u>39,152</u></u>
 LIABILITIES		
 FUND BALANCES		
Unrestricted	<u>43,452</u>	<u>39,152</u>
	<u><u>43,452</u></u>	<u><u>39,152</u></u>

FOR DISCUSSION PURPOSES

SATURNA ISLAND MARINE RESEARCH EDUCATION SOCIETY
 Statements of Operations and Unrestricted net assets
 For the Year Ended December 31, 2015

	2015	2014
	\$	\$
Revenue		
SeaTalks	5,636	5,175
Memberships	471	520
Donations – General	420	2,843
Donations – Hydrophones and equipment	12,000	35,321
Donations – Camera	-	4,200
Grants	11,100	-
Interest	5	4
Miscellaneous Revenue	717	-
Fundraising	50	625
	<u>30,399</u>	<u>48,688</u>
Expenses		
Advertising and Promotion	1,854	242
Amortization	4,655	3,467
Bank charges and interest	-	40
Camera Rental	-	800
Miscellaneous	337	-
Hydrophone installation FOR DISCUSSION PURPOSES	-	1,333
Insurance	862	700
Office	470	617
Sea talks events	5,747	9,148
Outpost repairs and maintenance	642	-
Web site	2,030	-
Intertidal Safari events	1,271	-
Sea Among Us workshop	8,231	-
	<u>26,099</u>	<u>16,347</u>
Surplus of revenue over expenses for the year	4,300	32,341
Unrestricted net assets – beginning of year	39,152	6,811
Unrestricted net assets – end of year	<u>43,452</u>	<u>39,152</u>

Unaudited - see Notice to Reader

SATURNA ISLAND MARINE RESEARCH EDUCATION SOCIETY

Notes to the Financial Statements
December 31, 2015

1. ACCOUNTING POLICIES

Property and Equipment

Property and equipment are recorded at cost and amortized on the following basis:

Hydrophones and equipment	10 years straight line
Computer equipment	5 Years straight line

2. PROPERTY AND EQUIPMENT

	2015		
	Cost	Accumulated Amortization	Net Book Value
	\$	\$	\$
Hydrophones and equipment	43,799	7,572	36,227
Computer equipment	1,375	550	825
	<u>33,303</u>	<u>8,122</u>	<u>37,052</u>

FOR DISCUSSION PURPOSES

