



Amherstburg Community Services

179 Victoria St S Amherstburg, ON N9V 3N5

Phone: **519-736-5471**

Fax: 519-736-1391

www.amherstburg-cs.com

October 27, 2020

Town of Amherstburg

c/o Paula Parker

271 Sandwich St. S.

Amherstburg, Ontario N9V 2A5

Attention: Paula Parker

RE: Community Grant Submission

Dear Paula:

Please accept the following community grant application for Amherstburg Community Services.

We will wait to hear from you regarding the next step.

Thank you for this opportunity.

Sincerely,

Kathy DiBartolomeo

Executive Director

Amherstburg Community Services



Corporation of The Town of Amherstburg

Request for Grant to Community Groups and Organization Form PART A

Thank you for applying for a Request for Grant to Community Groups and Organizations! Our priority is to support programs or projects with tangible results that enrich and connect residents to their community.

Please answer the following questions in the space provided.

Date:	October 26, 2020		
Committee or Organization Name:	Amherstburg Community Services		
Contact Person			
Name	Kathy DiBartolomeo		
Phone Number	(519) 736-5471		
Organization			
Address	320 Richmond Street		
Phone Number	(519) 736-5471		
E-mail Address	execdirector@amherstburg-cs.com		
Website	www.amherstburg-cs.com		
Mission/Vision Statement:	<p>Mission - To improve the quality of life and social well-being of our community and surround areas.</p> <p>Vision - To create awareness of local issues for residents of Amherstburg and surrounding areas. We work together to create a fair and dignified community.'</p>		
Board of Directors			
	<i>Name</i>	<i>Phone Number</i>	<i>Email</i>
1	Wendy Dade		
2	Shelley Pike		
3	Nicholas Jones		
4	Camilia DiPasquale		
5	Pam Burkhart-Badiuk		
6	Aja Mutterback		
7	Nicole Rubli		
8	Terri Barrette		
9	Ashley Gibb		
10	Beverly Arsenault		
11			
12			
Insurance Policy Carrier:		St. Clair Insurance Brokers Inc.	
Town Consultations?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Department Consulted:			
Non-Profit/Charitable Status Number		11915 2692 RR0001	

Project or Proposal

Project Overview: (200 words max)

The project overview should present a concise summary of your project. Include the reason for your project, goals and objectives, who will be involved and the amount of funding requested.

The CareLink Health Transit service was established in Amherstburg in 1983, then known as the Care-A-Van. At the time, caring members of the community saw a need for an accessible, public transportation service that meets the specific needs of aging adults and adults facing illness or medical circumstances that restrict mobility. Our Carelink Health Transit services enables individuals to maintain their independence through various health related challenges by providing reliable, affordable and accesdsible mental health of our clients, but also reduce the stress and workload of their caregivers and family members.

Amherstburg Community Services is a not-for-profit agency that became incorporated in 1976. We provide various services to the residents of Amherstburg. These include Meals on Wheels, Carelink Health Transit, referrals and information on available supports, satellite office space for community support organizations based outside of Amherstburg and much more. Every service we provide or support enhances the quality of life of Amherstburg's residents and offers solutions to a variety of socio-economic issues.

Amount requested:	\$ \$5,000
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Project Description: (500 words max)

The project description should provide in depth details of how you plan to bring your project to life. Include some of the key next steps and activities you will under take.

Market Reach or Attendance. Partnerships or Collaborations.

During the past year, we have faced many difficulties regarding out Carelink Transportation, the program the accessible transportation service we provide to Amherstburg residents. These difficulties included costly replairs for aging vehicles.

The program has operated since 1983 and has established iteself as a reliable and affordable alternative to driving as residents of Amherstburg. Our clients reply on it to make it to medical appointments and valuable social outings that help maintain their physical and mental health. The value of this serivc provides to our town and its residents cannot be overstated.

After the difficulties faced in the last year, we are working towards ways of ensuring that our clients can continue to count on this service for the foreseeable future. The program is currently funded in part by the Ministry of Long Term Care, user fees charged to clients and donations made to ACS. We are now asking that the Town of Amherstubrg take on a role in ensuring the sustainability of this services and maintaining the benefits it provides to hundreds of its residents at any given time.

Amount requested:	\$ 5,000
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Desired Outcomes: (200 words max)

This section should also include what will be accomplished and the desired outcomes.

- Maintain a fleet of 3 - 5 vehicles to the highest possible standard to ensure service is safe and reliable
- Be able to replace vehicles when those highest standards can no longer be met due to vehicle age or condition
- Ensure long-term sustainability of program as number of residents of the age of 65 increases in the coming years
- Maintain user fees at reasonable levels to ensure it remains accessible to all, including those on fixed incomes
- ACS is able to react to unforeseen events such as catastrophic damage to vehicles or repair costs deemed unreasonable based on vehicle condition or the age of the vehicle, in a timely manner, without affecting service or quality or reliability
- ACS is able to ensure all Amherstburg residents who need it have access to wheelchair accessible transportation

Goals & Objectives:

Describe the project goals and objective in measurable terms by using the **Timeline and Tasks Completed by Date** requirement. Please see below.

Timeline & Tasks Completed by Date:

Provide a detailed timeline of the major milestones involved in your project using the chart below. An example may be execution or marketing.

Name of Task	Meals On Wheels	Date Completed By	Ongoing
Task Description	Continue to provide meals to seniors and residents, who cannot care for themselves, in Amherstburg, LaSalle, Harrow and McGregor. The goal is to allow residents to remain in their own homes longer with dignity. This service is provided by our agency and is funded through the ESCLHIN, User Fees and donations		
Name of Task	Care A Van	Date Completed By	Ongoing
Task Description	Continue to provide accessible transportation in Amherstburg and LaSalle for seniors and those with mobility issues, rides locally and Essex County. The goal is to allow residents to carry on an independent lifestyle and allow them to live in their homes longer with dignity. This service is provided by our agency and is funded through the ESCLHIN, User Fees and donations.		
Name of Task	Security Calls & Visits	Date Completed By	Ongoing
Task Description	Provide Seniors and residents with a friendly call or a visit from a volunteer. The volunteer will provide social contact as well as monitor their well-being and allow the individual to remain in their home longer and with dignity. This service is provided by our agency and is funded through the ESCLHIN and donations.		

Name of Task	Senior Congregate Dining	Date Completed By	Ongoing
Task Description	Provide Seniors and residents with social contact as well as occasional guest speakers to provide health information. The goal is to allow residents to carry on an independent lifestyle and allow them to feel like a vital part of the community. This service is provided by our agency and funded through the ESCHLIN and User Fees.		
Name of Task	Fill A Backpack	Date Completed By	Ongoing
Task Description	Provide low income, local families the necessary school supplies for their children. The goal is to allow children to return to school prepared, self-confident and ready to learn. This service is provided by our agency and is funded through fundraisers and donations.		
Name of Task	Computer Classes	Date Completed By	Ongoing
Task Description	To provide local residents with computer instruction. The classes are taught by volunteers, one on one, to learn the basics or upgrade their computer knowledge. This service is provided by our agency.		
Name of Task	Revenue Canada Income	Date Completed By	Ongoing
Task Description	To provide free income tax clinics through volunteers who prepare simple returns. The goal is to allow low income residents an easy and dignified process of receiving their tax returns. Our volunteers work along with Revenue Canada employees to provide this service.		
Name of Task	Teen Health Centre	Date Completed By	Ongoing
Task Description	To provide local youth access to a health care nurse and emotional counselling with a counselor in a safe and local environment. This is an outreach program.		
Name of Task	P2P Children's Recreational Subsidy	Date Completed By	Ongoing
Task Description	To subsidize low income families with funding to allow children to partake in sporting activities along with their peers. This service is provided by our agency in conjunction with the County of Essex and The City of Windsor		
Name of Task	JumpStart	Date Completed By	Ongoing
Task Description	To subsidize low income families with funding to all children to partake in sports activities along with their peers. This service is provided by our agency in conjunction with the Canadian Tire Corporation.		
Name of Task	Keep The Heat	Date Completed By	Ongoing
Task Description	To provide low income residents in our community with assistance with their utility bills. This service is available to those in disconnect or in threat of disconnect from their utilities provider. This service is provided by our agency in conjunction with the Unemployed Help Centre, Housing Information Services and The City of Windsor.		
Name of Task	Coats For Kids	Date Completed By	Ongoing
Task Description	New and gentle used coats are provided at no charge to children through adults. We work in conjunction with the Unemployed Help Centre. This service is provided by our agency and funded through donations.		

Budget Breakdown 2020-2021

Wages	\$ 20,648.07	
Office Expenses	\$ 4,000.00	
Professional	\$ 180.00	
Advertising	\$ 1,051.92	
HST Expense	\$ 2,250.00	
Bank Charges	\$ 214.79	
Insurance	\$ 1,550.00	
Meeting Expenses	\$ 180.00	
Memberships	\$ 325.00	
Volunteers	\$ 500.00	
Education	\$ 500.00	
Telephone	\$ 1,200.00	
Travel	\$ 470.00	
Vehicle Expenses	\$ 8,500.00	
Equipment Lease	\$ 1,150.00	
Equipment R&M	\$ 600.00	
Rent	\$ 22,442.64	
Fundraising	\$ 9,800.00	
Building R&M	\$ 1,750.00	
Total		<u><u>\$ 77,312.42</u></u>

Funding request

Vehicle Fuel	\$ 1,500.00	
Vehicle Maintenance	\$ 1,500.00	
Vehicle Insurance	\$ 2,000.00	
Total	<u><u>\$ 5,000.00</u></u>	

Source

Rental Income	\$ 25,000.00	
Donations	\$ 19,912.42	
Keep the Heat	\$ 2,500.00	
P2P Children's Recreation Subsidy	\$ 5,000.00	
Fundraising	\$ 19,300.00	
Interest	\$ 600.00	
Sub-Total	\$ 72,312.42	
Municipal Grant	<u><u>\$ 5,000.00</u></u>	
Total		<u><u>\$ 77,312.42</u></u>

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Financial Position at 3/31/20

Annual Revenue	\$	79,932.68
Less: Annual Costs:	\$	60,191.76
Equals: Financial position at year end:	\$	19,740.92
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Forecasted Budget for next year	\$	77,312.42

Budget:

1. Include a budget breakdown of how the grant funding will be used for your project. List and describe actual and pending costs and any other sources of outside income.

Budget breakdown 2020-2021:
 Wages \$20,948.07
 Office Expenses \$4,000
 Professional \$180
 Advertising \$1051.52
 HST Expenses \$2,250
 Bank Charges \$214.79
 Insurance \$1,550
 Meeting Expenses \$180
 Membership \$325
 Volunteers \$500
 Education \$500
 Telephone \$1,200
 Travel \$470
 Vehicles Expenses \$8,500
 Equipment Lease \$1,150
 Equipment R & M \$900
 Rent \$22,442.84
 Fundraising \$9,800
 Building R & M \$1,750
 Total \$77,312.42

2. Please attach copy of last fiscal operating budget.

3. Other Funding Sources for Project; please list all.

Source	Amount
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Please see attached sheet. Experienced issues with this excel block	\$
Total amount received or anticipated:	\$

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4. What services will your project require from the Town of Amherstburg? Example; picnic tables, PW services, water, hydro etc. Yes or No and list items?

None

5. Has your organization received a grant previously from the program?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Amount (cumulative)	\$ 5,000
Year(s)	2006 - 2019

Volunteers:

Please describe the number of volunteers and volunteer hours that will be used for your project. How will you recruit and train them for the task?

(150 words max)

We have approximately 130 volunteers that deliver meals, make calls, visit seniors and fill food bank orders, teach computer classes, coats for kids, provide income tax clinics and assist with our fundraisers. We will continue to recruit through our social media, local newspaper and information. All training will be provided by agency staff.

Other Information:

Include any other useful information about your project. This could include reference letters, website pages, photos, etc.

(200 words max)

Our website lists all of our services and programs and keeps the community up to date with our initiatives.

Social Media is a valuable tool and utilize daily.

www.amherstburg-cs-.com

www.facebook.com/AmherstburgCS

[twitter@ACSAmherstburg](https://twitter.com/ACSAmherstburg)

Once you have completed the application and post report please **email, mail or fax** your responses to:

Paula Parker, Municipal Clerk
271 Sandwich Street South
Amherstburg, ON
N9V 2A5
Telephone: 519-736-0012 ext.
2238 Fax: 519-736-5403
Email: pparker@amherstburg.ca

Disclaimer and Signature:

*I certify that my answers are true and complete to the best of my knowledge.
I agree to complete an "Annual Report" and disclose all relevant information to the Town.
The committee takes full responsibility for the actions of all members and volunteers
associated with the committee.*

Name:
Signature Kathy D. Bartolomeo

Date: Oct. 28/20

Witness

Name:
Signature; B. Stewin

Date: Oct. 28/2020

Incomplete applications will not be considered.