

DEADLINE: DECEMBER 15, 2024



APPLICATION FORM 2025 Grant in Aid

CITY OF MERRITT
NOV - 8 2024
RECEIVED

FOR QUESTIONS, CONTACT:
Linda Robinson
EMAIL: lrobinson@merritt.ca
TEL: 250.378.4224 ext 20

MANDATORY: REVIEW "POLICY 4-01 COMMUNITY GRANT IN AID" DOCUMENT
REVIEW "APPLICATION CHECKLIST" ON PAGE 4 OF THIS DOCUMENT

Applicant Information

Application Date (mm/dd/yyyy):

Full Legal Organization Name

Street Address

City Prov

Postal Code

Organization Website

Organization President / Executive Director

Title

Phone Number E-Mail

Contact Person (if different)

Title

Phone Number E-Mail

Organization Information

Not for profit? Yes No

Registration Number

Did you receive a Permissive Tax Exemption in 2025 Yes No

Did you receive a Grant in Aid in last two years?
(Include \$ amount of financial and/or in-kind received)

2024 2023

Organization Information

Current Fundraising Initiatives (500 characters or less)

Celebrate A Life Tree at Christmas
Donations and Grants

Mission Statement/Purpose (500 characters or less)

To provide support and understanding to the seriously ill, their families and caregivers and to the bereaved. To share and support community awareness of the Hospice Philosophy.

Brief Description of Organization (1,000 characters or less)

Merritt and District Hospice Society supports those whom are seriously ill, their families and caregivers as well as those whome are grieving.
All volunteers must complete a 24 hour training course provided by trained volunteers. Our work involves public education surrounding palliative care, grief and bereavement, advance care planning as well as providing literature and a lending library surrounding palliative care and grief.

Please don't hesitate to **attach supporting documents** with further information about your organization.

Proposal Request

Program / Project / Event Name

Living with Loss Grief Support / Volunteer Training

Description of Event (1,000 characters or less)

Grief support including Living with Loss is an essential group in our community. Volunteers host these groups and allow the public to meet and speak openly in a safe and supported environment. This year Merritt Hospice has hosted several "Death Cafes", based on a model from the UK. Attendees were invited to share their experiences surrounding death in order to look at how to live a more meaningful life. We are currently working with the City of Merritt initiating a "Wind Phone", for the community. This phone will allow those suffering with grief an opportunity to say out loud those words they never had the opportunity to say to their loved one before passing. Volunteer Training provides volunteers in depth training on how to provide support to individuals and families who are grieving and tools and resources to best assist and support both the client and the volunteer. As of April 1, 20203 Merritt & District Hospice relocated its office to the basement of the Nicola Valley Health Care Center. Volunteer hours were supplemented with financial resources to ensure this move occurred successfully.

Please don't hesitate to **attach supporting documents** with details about your program, project or event.

Type of Funding Request Financial Aid In-Kind *Contact Facility Booking Department at (250) 315-1050 for a quote for your event*

Amount Requested *Maximum of \$7,500 per organization or \$500 per teams/individuals participating in recognized competitions*

Program Budget

Percent of your Program Budget covered by this request %

(i.e. a \$1,000 grant would cover 10% of a \$10,000 event)

Tell us how much money you have fundraised for this event. \$

Please explain how your Organization or Event plans to increase external fundraising in the future. (500 characters or less)

Continue to explore other grant opportunities .

Donations

In Kind Volunteer hours for 2023 = \$20,470.00

Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The personal information collected on this form is done so pursuant to the *Community Charter* and/or the *Local Government Act* and in accordance with the *Freedom of Information and Protection of Privacy Act*. The personal information collected herein will be used only for the purpose of processing this application or request and for no other purpose unless its release is authorized by its owner, the information is part of a record series commonly available to the public, or is compelled by a Court agent duly authorized under another *Act*.
- 3) Neither the City of Merritt or any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or
President

Maureen Lisle, Chairperson

Signature

Maureen Lisle

Print Name of Person
completing the application

Lori Wright, Program Coordinator

Signature

Lori Wright

Date Signed (mm/dd/yyyy)

11/07/2024

APPLICATION CHECKLIST - ALL REQUESTS

- 2025 Grant Report** - If you received a Grant in Aid in 2024 you will be required to submit a final report to Council in order to be considered for 2025 funding. This may include actual revenues/expenses, attendance, and economic/social impact of the grant.
- Completed and signed Grant in Aid application.**

APPLICATION CHECKLIST - REQUESTS OVER \$1,500

- Budget** - Include a detailed budget for the program, project or event, including all potential revenue sources.
- Financial Statements** - include annual financial statements that are certified (signed) by a Director (or alternate) of the organization.
- Organization Budget** - Include the current annual operating budget for the organization.
- Long-Term Plan** - For recurring applications, please provide a business plan showing how the organization intends to become more self-sufficient and less reliant on the City Grant in Aid program in the future.

SUBMIT TO FINANCE@MERRITT.CA



Merritt and District Hospice Society

3451 Voght St. Merritt, BC V1K 1C6 Telephone: 250-378-1701

EMAIL: merrithospice@shaw.ca WEB SITE: www.merrithospice.org

Director of Finance
City of Merritt, Box 189
2185 Voght Street, Merritt, BC V1K 1B8

Thursday, November 7, 2024

Re: Merritt & District Hospice Society 2024 Grant in Aid Report

- Continue with implementing COVID policies in compliance with Work Safe BC and IHA including:
 - Office protocols
 - Volunteer education
- Attending education webinars from BCHPCA, BCCPC, BCBC, CHPCA sessions
- Community Presentations re: Advance Care Planning and Green Sleeves Program as we build relationships and increase public awareness:
 - Street mall table when available
 - Advance Care Planning workshops for staff and residents of Siska, Nooaitch, Cooks Ferry and Shacken Bands
 - Golden Years Book: *'providing service to the seriously ill and their loved ones'*
 - Yearly Celebrate-A-Life Tree supporting community members in their grief and loss
 - 'Living with Loss' and 'Death Cafes' supporting community members dealing with various loss and grief issues
 - Supporting Logan Lake Hospice organization and community members as needed
- Care packages for family members in acute care and Gillis House
- Respecting COVID precautions in office and area facilities per IHA protocols
- Volunteer meetings both in person and on zoom with in-service education
 - MAID within IHA
 - Self soothing
 - Mindfulness
 - Volunteer appreciation gifts (tea, cookies, honey, pins, etc)
- Maintenance and upkeep of website and social media with current supports and resources available

Number of clients = 50
(Jan 1 to Oct 31, 2024)

Referred from Home Health: 9
Referred from Social Worker: 11
Self referred: 13
Mental Health: 1
Physician: 16

Number of Volunteers:

20



Merritt and District Hospice Society

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In 2024 we plan to offer **education** for volunteers (volunteer training), for Health Care Professionals (both in the hospital and Coq Gillis) and for the community of Merritt. The areas of focus will continue sharing of current end of life care resources:

- having difficult conversations (Death Cafés and ‘*What do you want to do before you die*’)
- supportive conversations (mindfulness, companionship, self-soothing, MAID protocols, etc).
- advance care planning and grieving and loss

We intend to host **workshops** (Advance care planning, Living with Grief and Loss, Death Cafés). We also continue with Ongoing updates and revisions of Merritt Hospice, Library, Website and Facebook site. We have restarted building ‘*Care Bags*’ for the family members sitting at the bedside of their loved ones in the hospital and at Coquihalla Gillis.

We are working to increase public awareness of what Hospice is and what Hospice Volunteers do to support the community. By encouraging end-of-life conversations early on in a person’s life, we may regain our societal knowledge of it, thus encouraging others to be less afraid of death. Ongoing workshops and education give us the language to talk about death, reevaluate our priorities in life and to and to come to terms with our fears surrounding death.

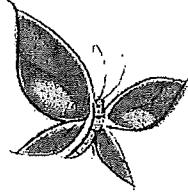
We are looking forward to working with the City of Merritt to install our ‘Wind Phone’ in hopes of supporting those who are grieving. Thank you for your support in Hospice and allowing us to continue to do the above-mentioned work.

Sincerely,

Merritt and District Hospice Society.

Maureen Lisle
Chairperson,
Merritt & District Hospice Society

Date: Nov. 7, 2024



Merritt & District Hospice Society

3451 Voght Street, Merritt, B.C. V1K 1C6

Telephone: 250-280-1701

E: merrithospice@shaw.ca

www.merrithospice.org

Value of Volunteer Hours Summary

For Fiscal Year:

January 1 to December 31, 2023

of volunteers doing General Labor;

of hours at \$20.00/hour

| | | |
|---|-----------------------------------|----------|
| Display Events | 4 volunteers; 35 total hours | 700.00 |
| Advance Care Planning | 3 volunteers; 61 total hours | 1,220.00 |
| Volunteer Training | 4 volunteers; 16 total hours | 320.00 |
| Travel Time (to conference/education) | 1 volunteers; 3 total hours | 60.00 |
| Volunteer Meetings | 22 volunteers; 117 total hours | 2,340.00 |
| Office/website support | 5 volunteers; 319.5 total hours | 6,390.00 |
| Client Support | 8 volunteers; 300 total hours | 6,000.00 |
| Board Meetings (not counted) | 9 volunteers; 19.5 total hours | .00 |
| Office relocation + renovation | 18 volunteers; 137 total hours | 2,740.00 |
| Donated Accredited Professional Services at FMV: Bookkeeper | 1 volunteer; 20 hours (\$34/hour) | \$700.00 |

Total Value of 1,028 Volunteer Hours

\$ 20,470.00

**Merritt & District Hospice Society
Balance Sheet As at 31 Dec, 2023**

ASSET

Current Assets

| | |
|-----------------------------|--------------|
| Regular Account - 100-493-6 | 6,378 |
| CGG Account - 101-092-5 | <u>-331</u> |
| Total Assets | <u>6,047</u> |

TOTAL ASSET 6,047

LIABILITY

Liabilities

| | |
|--------------------------|--------------|
| Accts Payable | <u>3,388</u> |
| Total Liabilities | <u>3,388</u> |

TOTAL LIABILITY 3,388

EQUITY

Equity

| | |
|----------------------------|---------------|
| Retained Earnings | 4,468 |
| Current Earnings | <u>-1,810</u> |
| Total Owners Equity | <u>2,658</u> |

TOTAL EQUITY 2,658

LIABILITIES AND EQUITY 6,047

Generated On: 17 Mar, 2024