
Administrative Memorandum

Regular Board Meeting

Date: June 20, 2018
Topic: Report on Business Development Financial Activity for the Six Months Ended 2017-12-31
Submitted by: D. Greg Frank, Secretary-Treasurer

Background:

The Business Development Department is responsible for identification, solicitation, confirmation and recognition of donors and sponsors for the District. The funding generated supports programs and services for Surrey students. These funds enhance, but do not replace government funding.

Funding opportunities are pursued through a variety of sources, including charities, foundations, businesses, corporations, community organizations and individual donors. This is accomplished by responding to calls for proposals, approaching prospective donors, nurturing relationships with past donors and researching potential funding opportunities.

For the six months ended December 31, 2017 the Business Development Department raised \$2.5 million in donations and sponsorships, net of salaries and benefits required to secure the funds. The attached report and supporting schedules capture the many donations and sponsorships received by the district and documents how the proceeds of those donations support programs in schools.

Staff have prepared the following schedules in relation to the Business Development operations for the six months ended 2017-12-31:

- Funding Sources & Expenses
- Revenue, By Project **(Schedule A)**
- Donations-In-Kind, By Project **(Schedule B)**
- Disbursement of Discretionary Funds to School **(Schedule C)**

It is recommended:

THAT the Board receive the Report on Business Development Financial Activity for the six months ended 2017-12-31, for information.

Report on Business Development Financial Activity for the Six Months Ended 2017-12-31

Funding Sources & Expenses

The overall benefit generated by the Business Development operations for the six-month period ended 2017-12-31 is summarized from the attached reports as follows:

Funding Sources & Expenses	Six Months Ended Dec 31, 2017	Six Months Ended June 30, 2017	Six Months Ended Dec 31, 2016	Twelve Months Ended June 30, 2017
Funding Sources				
Cash Donations (Schedule A)	\$ 1,857,202	\$ 1,764,689	\$ 1,595,693	\$ 3,360,382
In-Kind Donations (Schedule B)	773,735	577,551	704,839	1,282,390
Total Net Revenue & Other Benefits	2,630,937	2,342,240	2,300,532	4,642,772
Indirect Salaries & Benefit Expenses				
Salaries	112,407	113,678	107,115	220,793
Employee Benefits	21,423	22,883	22,526	45,409
Total Net Salaries & Benefit Expenses	133,830	136,561	129,641	266,202
Total Overall Net Benefits Realized	\$ 2,497,108	\$ 2,205,679	\$ 2,170,891	\$ 4,376,570

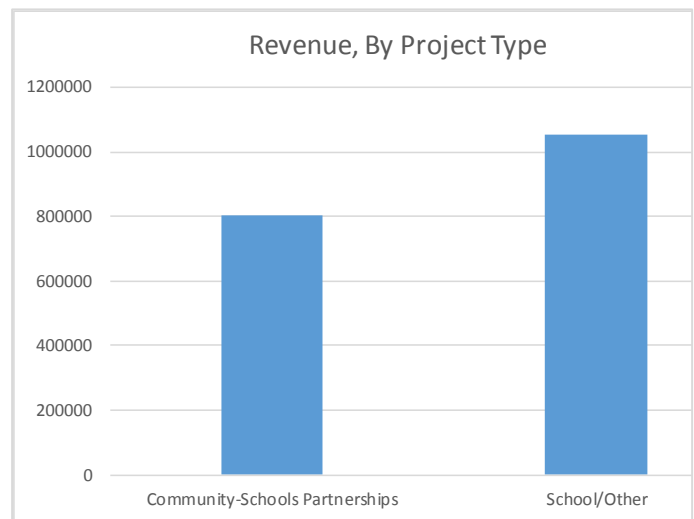
The above attribution of indirect salaries and employee benefit expenses for the operation of the department does not include a provision for supplies, services and facilities, as they are not considered significant or material in nature to the analysis. Staff costs are allocated to Business Development proportionate to the time that department management has estimated is dedicated to the activity.

This report does not include fundraising activities conducted by schools and programs.

Report on Business Development Financial Activity for the Six Months Ended 2017-12-31

Schedule A: Revenue, By Project

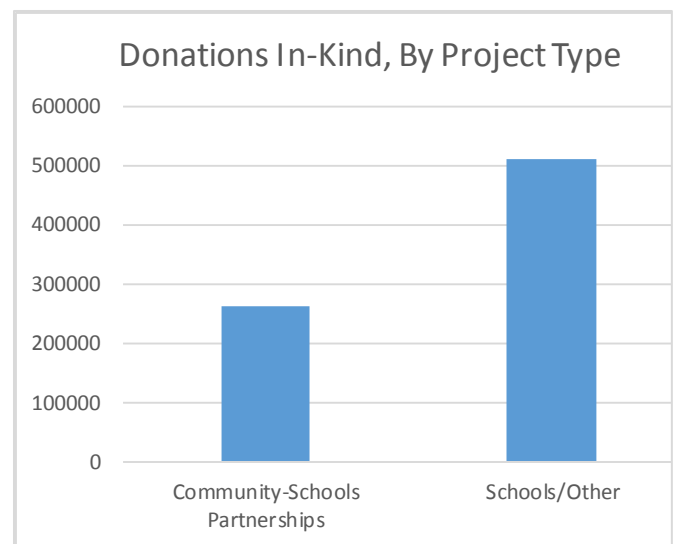
TYPE	VALUE
Community-Schools Partnerships	
After School Programs	\$ 289,980
REACH	49,000
Attendance Matters	20,647
Jumpstart	138,000
PAWS	27,000
GLIDE	28,800
Tech-Yi	32,400
Play On	250
Expressive Arts Program	6,000
General	112,500
Clubhouse	100,000
Community-Schools Partnerships Total	\$ 804,577
School/Other	
Aboriginal Ed. Programs	5,248
Career Ed.	5,000
Commercial Filming	18,643
Distribution of Material	17,115
Food Programs	205,526
Sales Programs	54,565
Scholarships	10,075
School Programs	99,518
Staff 50/50 Lottery	15,310
Education Services	64,575
Safe Schools	520,000
Scholarship	5,400
Welcome Centre	11,650
General	20,000
School/Other Total	\$ 1,052,625
Grand Total	\$ 1,857,202



Report on Business Development Financial Activity for the Six Months Ended 2017-12-31

Schedule B: Donations-In-Kind, By Project

Type	Value
Community-Schools Partnerships	
School Programs	\$ 56,000
After School Programs	155,450
Food Programs	32,000
Spring Break Camp	1,200
Attendance Matters	12,000
Clubhouse 36	2,400
Sticks & Stars	500
BLAST	900
Shania Kids Can	400
JumpStart	400
PAWS	300
Community-Schools Partnerships Total	\$ 261,550
Schools/Other	
School Programs	284,110
After School Programs	36,000
Food Programs	178,200
Safe Schools	12,000
Education Services	1,875
Schools/Other Total	\$ 512,185
Grand Total	\$ 773,735



Report on Business Development Financial Activity for the Six Months Ended 2017-12-31

Schedule C: Disbursement of Discretionary Funds to Schools

School	Name of Project	Amount Approved
Beaver Creek	Intentional Exploration through MakerSpace	\$ 2,000
Bonaccord	Story Workshop Grant	2,200
Creekside Elementary	Mobile MakerSpace Carts/STEM Robotics Lab	5,000
George Greenaway	Special Track Meets	3,000
Georges Vanier	Social Emotional Learning and Maker Education	4,974
Green Timbers	Hip Hop Dance Lessons	4,878
Guildford Park Secondary	After School Tutoring and Homework Program	10,000
Hjorth Road	Field Studies	2,500
Holly	Learning in Nature and MakerSpace	5,000
Lena Shaw	Vancouver Symphony Orchestra VSO Connects	3,000
Lord Tweedsmuir	Boys Mentorship Program	6,000
McLeod Road Traditional	Mindful Makers	3,161
MJ Norris	Hands On Engineering and Math	4,871
MJ Shannon	Field Studies	2,500
Old Yale Road	Field Studies	2,500
Queen Elizabeth	Community Connection Program	10,000
Ray Shepard	MakerSpace Learning	4,000
Riverdale	Fresh Air Field Studies	5,000
SAIL	Robotics - Promoting STEAM	10,000
WE Kinvig	Field Studies	2,500
Woodland Park	Lego Robotics	4,900
TOTAL:		\$ 97,984
