
Administrative Memorandum

Regular Board Meeting

Date: October 17, 2018
Topic: Report on Business Development Financial Activity for the Six Months Ended 2018-06-30
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 June 30, 2018 the Business Development Department raised \$2.7 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 2018-06-30:

Funding Sources & Expenses
Revenue, By Project (**Schedule A**)
Donations-In-Kind, By Project (**Schedule B**)

It is recommended:

THAT the Board receive the Report on Business Development Financial Activity for the six months ended 2018-06-30, for information.

Report on Business Development Financial Activity for the Six Months Ended 2018-06-30

Funding Sources & Expenses

The overall benefit generated by the Business Development operations for the six-month period ended 2018-06-30 is summarized from the attached reports as follows:

Funding Sources & Expenses	Six Months Ended June 30, 2018	Six Months Ended Dec 31, 2017	Twelve Months Ended June 30, 2018	Twelve Months Ended June 30, 2017
Funding Sources				
Cash Donations (Schedule A)	\$2,020,444	\$ 1,857,202	\$ 3,877,646	\$ 3,360,382
In-Kind Donations (Schedule B)	870,763	773,735	1,644,498	1,282,390
Total Net Revenue & Other Benefits	2,891,207	2,630,937	5,522,144	4,642,772
Indirect Salaries & Benefit Expenses				
Salaries	109,027	112,407	221,434	220,793
Employee Benefits	21,289	21,243	42,532	45,409
Total Net Salaries & Benefit Expenses	130,316	133,830	263,966	266,202
Total Overall Net Benefits Realized	\$ 2,760,891	\$ 2,497,108	\$ 5,258,178	\$ 4,376,570

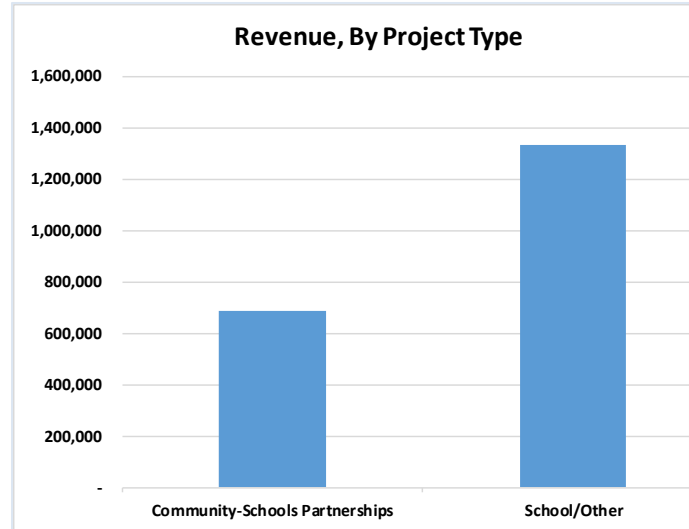
The above attribution of indirect salaries and employee benefit expenses for the operation of the department does not include a provision for supplies, services and facilities, as they are not considered significant or material in nature to the analysis. Staff costs are allocated to Business Development 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 2018-06-30

Schedule A: Revenue, By Project

TYPE	VALUE
Community-Schools Partnerships	
After School Programs	\$ 58,490
Attendance Matters	123,617
Clubhouse 36	70,000
CSP	37,500
Expressive Arts Program	7,000
Jumpstart	361,873
Play On	20,000
ROOTS	5,000
Shania Kids	3,000
Community-Schools Partnerships Total	\$ 686,479
School/Other	
Aboriginal Ed. Programs	\$ 50,009
Career Ed.	15,000
Commercial Filming	37,840
Distribution of Material	28,040
Dry Grad	19,515
Education Services	272,233
Food Programs	164,478
Jazz Festival	450
Safe Schools	61,000
Sales Programs	69,082
Scholarship	197,249
School Programs	386,797
Staff 50/50 Lottery	15,373
Welcome Centre	16,900
School/Other Total	\$1,333,965
Grand Total	\$2,020,444



Report on Business Development Financial Activity for the Six Months Ended 2018-06-30

Schedule B: Donations-In-Kind, By Project

Type	Value
CSP	
School Programs	\$ 4,187
After School Programs	5,150
Spring Break Camp	13,900
BLAST	8,790
BOOST	700
JumpStart	1,400
Being Me	5,000
Active Play	3,000
Play Your Part	400
PAWS	900
TECH-YI	8,300
SKC	700
PLAY	1,000
Girls In Action	700
CSP Total	\$ 54,126
Schools/Other	
School Programs	658,758
After School Programs	43,319
Education Services	62,860
Food Programs	51,700
Schools/Other Total	\$ 816,637
Grand Total	\$ 870,763

