
Administrative Memorandum

Regular Board Meeting

Date: September 11, 2019
Topic: Business Development Financial Activity Report for the Twelve Months ended 2019-06-30
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 twelve months ended June 30, 2019 the Business Development Department raised \$5.8 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 twelve months ended 2019-06-30:

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 twelve months ended 2019-06-30, for information.

Business Development Financial Activity Report for the Twelve Months ended 2019-06-30

Funding Sources & Expenses

The overall benefit generated by the Business Development operations for the twelve-month period ended 2019-06-30 is summarized from the attached reports as follows:

Funding Sources & Expenses	Twelve Months Ended June 30, 2019	Twelve Months Ended June 30, 2018	Twelve Months Ended June 30, 2017
Funding Sources			
Cash Donations (Schedule A)	\$ 4,476,203	\$ 3,877,646	\$ 3,360,382
In-Kind Donations (Schedule B)	1,701,750	1,644,498	1,282,390
Total Net Revenue & Other Benefits	6,177,953	5,522,144	4,642,772
Less:			
Indirect Salaries & Benefit Expenses			
Salaries	256,220	221,434	220,793
Employee Benefits	51,176	42,532	45,409
Total Net Salaries & Benefit Expenses	307,396	263,966	266,202
Total Overall Net Benefits Realized	\$ 5,870,557	\$ 5,258,178	\$ 4,376,570

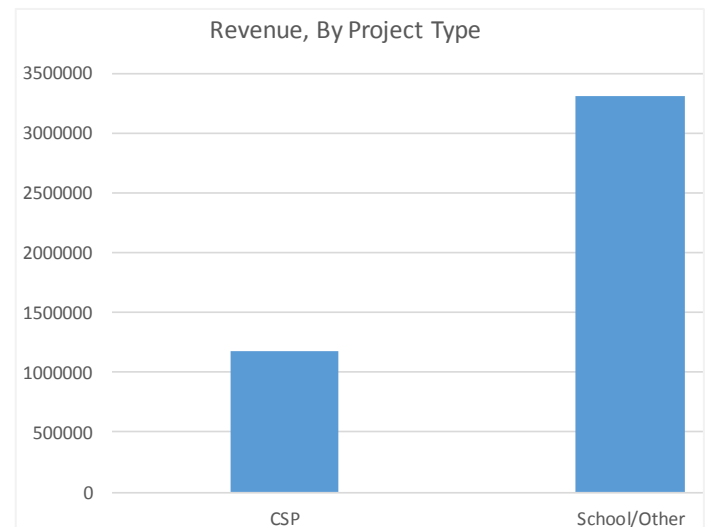
The above attribution of indirect salaries and employee benefit expenses for the operation of the department does not include a provision for supplies, services and facilities, as they are not considered significant or material in nature to the analysis. Staff costs are allocated to Business Development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

Business Development Financial Activity Report for the Twelve Months ended 2019-06-30

Schedule A: Revenue, By Project

Community-Schools Partnerships	
After School Programs	\$ 302,101
Clubhouse 36	50,000
Food Programs	100,000
Attendance Matters	11,150
Jumpstart	490,561
BLAST	2,000
CSP	215,968
Community-Schools Partnerships Total	\$ 1,171,781
School/Other	
After School Programs	37,000
Career Ed.	254,421
Commercial Filming	69,392
Distribution of Material	55,919
Food Programs	525,724
Jazz Festival	15,000
Sales Programs	101,302
School Programs	1,200,737
REACH	11,250
Staff 50/50 Lottery	30,380
Education Services	166,094
Scholarship	178,873
Safe Schools	570,800
Donation	1,605
Dry Grad	9,525
Refugee Support	16,000
Aboriginal Ed	12,500
Welcome Centre	47,900
School/Other Total	\$ 3,304,422
Grand Total	\$ 4,476,203



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Schedule B: Donations-In-Kind, By Project

CSP		
After School Program	\$	150,182
School Programs		5,500
Spring Break Camps		29,700
Summer Camps		2,016
CSP Total	\$	187,398
Schools/Other		
After School Program		115,930
Education Services		88,550
Food Programs		297,688
Safe Schools		326
School Programs		1,005,608
Summer Camps		6,250
Schools/Other Total	\$	1,514,352
Grand Total	\$	1,701,750

