





APPLICATION FORM WOMEN'S COMMUNITY FUND 2007-2008

PROTECTED when completed

| _ | | | | PROTECTED when completed |
|------|---|---|---|--|
| SE | CTION A – INFORMATION ABOUT YOUR | | | |
| 1) | Incorporated name of organization and oth Concord Multicultural Association (CMA) | her name if | different: | |
| 2) | Former name of organization (if applicable N/A | e): | | |
| 3) | In which official language do you wish to b | e served? | English 🛚 | French |
| 4) | Organization type: Not-for-Profit | \preceq | For-Profit | |
| 5) | Federal or provincial incorporation number | r: | Federal No. | Provincial No. 28 565 4344 SS020 |
| 6) | Scope of your organization (check only o | ne) | | |
| | ✓ Municipal✓ Provincial/Territorial✓ National | | Regional Inter-provincial/inter-t International | territorial |
| 7) | Year organization founded: 1975 | | | |
| 8) | Organization registered with Revenue Car Yes ⊠ Number 28 565 4344 S No □ | | egistered charity: | |
| 9) | Does your organization have any outstand | ding debts to | the Government of C | anada? Yes ☐ No ⊠ |
| If y | es, indicate the amount owing and to what | department | /program: N/A | |
| 10) | Previous funding from Women's Program | ? Yes 🗌 | No ⊠ | |
| SE | CTION B - PROJECT INFORMATION | | | |
| 11) | Project title: Leadership Development for Immigrant W | omen | | |
| 12) | Brief description of project (maximum of to "Leadership Development for Immigrant V to immigrant women in the Concord Regio 200 women will learn about key issues aff resources/services and leadership skills the around the Concord Region. | Vomen" is a on, British C ecting immi | olumbia (BC). Through grant women, existing | n information sharing and skill building, community settlement |
| 13) | Project duration: | | | |
| | Start date: 2008-03-15 YYYY-MM-DD | End date: | YYYY-MM-DD | Total number of months:12 |
| 14) | Total project cost: \$70,435 | Amount re \$33,092.5 | equested from the Wor 50 | men's Program: |

| SECTION C CO | ONTACT INFORMATION | | | | | | |
|---|---|--|--|--|--|--|--|
| 15) Name and title of person with legal signing authority (Chair, President of the Board of Directors or President of the Organization): | | | | | | | |
| Paid staff she | ould not sign this application. | | | | | | |
| ⊠ Ms. □ Mrs | s. | | | | | | |
| Name: | Maureen Myers | | | | | | |
| Title: | President, Board of Directors | | | | | | |
| Telephone (day): | 205-555-8125 | | | | | | |
| E-mail: | mmyers@findleys.ca | | | | | | |
| 16) Name and title | of person to be contacted for addit | tional information about the application (if different from #15): | | | | | |
| ☐ Ms. ☐ Mr | rs. 🛭 Mr. 🗌 Other (specify) | | | | | | |
| Name: | Phillip Drake | | | | | | |
| Title: | Executive Director | | | | | | |
| Telephone (day): | 205-555-6288 | | | | | | |
| E-mail: | pdrake@cma.ca | | | | | | |
| 17) Organization's | s contact information | | | | | | |
| , - | | Organization's Mailing Address (if different): | | | | | |
| 526 Dunlop Ro | | N/A | | | | | |
| Concord, B.C. V4J 2B8 | | | | | | | |
| Telephone (day): | 205-555-6288 | | | | | | |
| E-mail: | cma@cma.ca | | | | | | |
| Fax: | 205-555-6200 | | | | | | |
| Website: | www.concordmulticulturalassociati | ion.ca | | | | | |
| 18) Have you atta | | | | | | | |
| | inization's most recent annual repor | | | | | | |
| | inization's most recent financial stat | | | | | | |
| A list of Bo | oard members and addresses of the | e Board Chair and officers? | | | | | |
| SECTION D - THE | E ORGANIZATION | | | | | | |
| We ask that you | answer the following questions in | n the application form and not add supplementary | | | | | |
| | ss absolutely necessary. | | | | | | |
| , | ximum of two lines each): | | | | | | |
| a) the mandate | e: to contribute to making the Conc | ord Region a more socially inclusive community. | | | | | |
| b) the member the Concord | | visible minorities, students, and interested community members in | | | | | |
| | | ity development, promote multicultural awareness, and provide ttle and integrate within the culturally diverse Concord Region. | | | | | |
| | tivities of your organization: communguage (ESL) training, and public pr | unity education, settlement and information referral, English as a resentations. | | | | | |
| | | | | | | | |
| women in the for women to immigrant wor clearly articula proposed proj | 20) Describe how the elements identified in question 19 support the Women's Program objective and reflect the Canadian Charter of Rights and Freedoms. (maximum of ten lines) The proposed project's goal "to contribute to increasing the socio-economic community participation of immigrant women in the Concord Region" is directly aligned with the Women's Program objective "to increase opportunities for women to participate fully in the economic, social, and cultural life of Canadian society". The project targets immigrant women, and the Women's Program priority issue, economic prosperity. Section 15 of the Charter clearly articulates that all individuals irrespective of national or ethnic origin or sex are considered equal. The proposed project provides a practical approach for supporting immigrant women to learn and practice leadership skills that will facilitate their participation, socially and economically, in the Concord Region and is therefore in line | | | | | | |

| 21) | | t-for-profit organizations : Describe the ways in which your organization functions democratically and nonstrates good governance. (maximum of five lines) | | | | | | | | |
|------|--|---|----------|--|--|--|--|--|--|--|
| | | r membership is open to all. Our Board members are elected for a period of 2 years at CMA's annual g sembly. Our executive committee meets monthly to provide direction on day-to-day operations. | eneral | | | | | | | |
| 22) | 22) For-profit organizations: Describe the primary business and corporate structure. (maximum of five lines) | | | | | | | | | |
| | N/A | \mathcal{A} | | | | | | | | |
| SE | CTIC | ON E – DETAILED PROJECT PROPOSAL | | | | | | | | |
| 23) | | ase attach a proposal (3 to 5 pages maximum, not including attachments) providing the following ndatory answers to the following questions: (see attached glossary for definitions of key terms). | | | | | | | | |
| | 1. | What is the issue to be addressed? | | | | | | | | |
| | 2. | How have you identified a need for the issue to be addressed? | | | | | | | | |
| | 3. | How will the project involve the women most affected by the issue in the development and implementative project? | ation of | | | | | | | |
| | 4. | What is the goal of this project? | | | | | | | | |
| | 5. | What are the project's objectives? | | | | | | | | |
| | 6. | What will be the concrete results of this project? (specify the number of women who will be directly impacted by your project and if applicable, the number of secondary beneficiaries , describe them in quantitative and qualitative manner) | ıa | | | | | | | |
| | 7. | Why should SWC fund your project? | | | | | | | | |
| leve | els c | ENOTE: If the proposed project falls within the jurisdiction of other funding sources, including federal or government, provided the rationale for SWC assistance ach the Work Plan and Evaluation Plan using Annex 1. | r other | | | | | | | |
| 24) | Alle | acif the Work Flam and Evaluation Flam using Aimex 1. | | | | | | | | |
| QE/ | CTI(| DN F – BUDGET | | | | | | | | |
| | | u have identified any partners: | | | | | | | | |
| Υ | 'es | ☑ You have attached a written commitment of the financial and non-financial contributions to the pro | oject. 🛚 | | | | | | | |
| ١ | 10 | | | | | | | | | |
| 26) | elig | e Funding Guidelines and attached Description of Budget Categories for more detailed information con- pible budget categories and funding levels. SWC generally provides funding to a maximum of 60% at of any project. It does not provide funding to cover ongoing administration costs or core fundants. | of the | | | | | | | |
| | | u have: | | | | | | | | |
| , | pro nne | vided a detailed budget that is clearly linked to the project activities? Use attached Budget only – x 2 ; | | | | | | | | |
| | | a multi-year project (more than 18 months), completed a budget for each year of the project as s an overall budget for the entire project; | | | | | | | | |
| | | uded "in-kind" contributions from your organization and others for the project, valued at reasonable ercial market values; | | | | | | | | |
| d) | atta | ached written proof of other financial contributions? | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |

SECTION G-REFERENCES

27) Provide **two** references, who you are not affiliated with, that we can consult about this project and your organization:

First reference

a) name: Janet Simonb) title: Executive Director

c) organization : Youth Action Groupd) telephone number: 205-555-5269

Second reference

a) name: Mark Karpsb) title: Program Officer

c) organization: Provincial Ministry of Community Services

d) telephone number: 205-555-8963

SECTION H - DECLARATION & UNDERTAKING

I am the legal signing authority for this organization. I affirm that this application and the attached documents are accurate and complete. I agree that once funding is provided, any change to the proposal will require approval of Status of Women Canada. I agree to publicly acknowledge funding and assistance of the Department and that Status of Women Canada can make public relevant information relating to this funding application. I also agree to submit reporting as required by Status of Women Canada. I understand that, following the appropriate review process, the information provided in this application may be accessible under the *Access to Information Act*, and that this application can be shared with other potential funders for consultation purposes. I also agree to respect the spirit and intent of the *Official Languages Act* and other various acts governing the programs of Status of Women Canada.

| Maureen Myers | 2007-11-25 |
|--------------------------------------|------------------------------------|
| Signature of legal signing authority | Date (YYYY-MM-DD) |
| | |
| Maureen Myers | President, Board of Directors, CMA |
| Print name in block letters | Print title in block letters |

1. What is the issue to be addressed?

Immigrant women often suffer from social exclusion, including economic marginalization. It is well-documented that in Canada, immigrant women are frequently denied access to many services and often live in poverty. In fact, recent trends point to an increase in poverty for immigrant women in Canada, particularly for those living in rural areas. The situation is not much better for immigrant women living in urban city centers; those who are employed are often relegated to low-wage service sector jobs. Often, they feel isolated due to language barriers and experiences with racism.

Though immigrants require specific services (e.g. culturally appropriate services, language training, counseling, referrals, assistance with finding employment, access to housing, legal assistance, etc.) throughout the settlement process, which spans over a lifetime, most services available to immigrants are short-term and tend to focus on the initial settlement stages. Funding sources for newcomer services are predominantly provided by various levels of government and non-governmental organizations (NGOs), however throughout the country and particularly in BC, newcomer services are mainly provided by NGOs.

The Concord Region is a large rural area located in Eastern BC. With a population of 100,000 people, it is home to the second largest Aboriginal community (3,000 members) in BC. Many people have migrated to this region due to favourable climate conditions making the Concord Region one of the most culturally diverse rural communities in Canada. It is now also home to a relatively large Lebanese Community. In this Region, immigrant retention rates are dismal as newcomer immigrants tend to move to urban centers in search of employment opportunities and more readily available newcomer services. The "2006 Concord Community Status Report" indicates that unemployment rates and dependence on social assistance are higher for the Concord Region than the provincial average. The Region also has a high incidence of domestic violence (www.concordstatusreport2006.ca).

Immigrant women who have received English language training from our organization have clearly articulated the need for additional services, particularly leadership skills and more assistance in connecting with the community, socially and economically. At this time, no other organization is providing this type of support to these women.

It is well-known that female immigrants experience double discrimination - as immigrants and as women. Barriers to the full participation of immigrant women in their communities and the larger Canadian society have a tremendous cost for the well-being of women and their families. They also

² Adams, Michael. "Canadian Trends." Canadian Studies 15.1 (2006): 42-51.

¹ Fletcher, Denise. <u>Immigrant Women in Canada.</u> Toronto: Indigo, 2006.

deprive Canada of the full benefit of the contributions immigrant women can make to society and the economy. In order to increase social inclusion, immigrant women need: opportunities for personal and professional development, permissive conditions for active public and private participation and economic security. Now is a strategic time to position immigrant women, through information sharing and skill building to fill the upcoming demand for high-wage and high-skill positions in the social services and business sectors in BC.

2. How have you identified the need for the issue to be addressed?

Among other services, we provide English-as-a-Second-Language (ESL) classes to newcomers of the Concord Region. Immigrant women participants both past and present continuously request and inquire about additional services, specifically leadership skills development and mentorship services. Based on the feedback received, our ESL coordinator and instructors have identified a need for a more comprehensive approach in assisting immigrant women in connecting with the community, socially and economically. The "Leadership Development for Immigrant Women" project will move beyond the current language training to provide: information on key issues affecting immigrant women, individual support and mentorship, and leadership skills development and application.

3. How will the project involve the women most affected by the issue in the development and implementation of the project?

Initial feedback from ESL participants helped identify gaps in immigrant settlement services in the Concord Region, particularly a strong need for leadership skills development. This feedback helped shape the idea for the proposed project. Of those who came forward with initial requests for additional services, a small group was approached for additional input during the project design stage; their feedback was key and informed the development of the project proposal (e.g. selection of information session topics). (If the project is approved), this group of immigrant women will be invited to participate (on a voluntary basis) on the working group for the project and will therefore be included and actively involved in decision-making throughout the implementation of the project. As project beneficiaries, the working group, along with other participants, will have the opportunity to provide additional feedback via before and after training seminar evaluation forms on the usefulness of the training in strengthening participants' leadership skills. Feedback from questionnaires will be used to improve subsequent training sessions to be delivered throughout the project.

As well, where possible, experts from the Region will be paired with selected project participants as co-facilitators of the peer discussion groups. In order to provide participants of the skills training seminars the opportunity to practice their new leadership skills, participants will plan and deliver small public presentations around the Region.

4. What is the goal of this project?

The goal of the project is to contribute to increasing social inclusion and the socio-economic community participation of immigrant women in the Concord Region.

5. What are the project objectives?

The project has two main objectives:

1) To increase the knowledge of immigrant women in the Concord Region about key issues affecting immigrant women and existing settlement services and resources;

and

- 2) To strengthen the leadership skills of immigrant women in the Concord Region.
- 6. What will be the concrete results of this project? Specify the number of women who will directly benefit by your project and if applicable, the number of secondary beneficiaries.

The project plans to directly benefit 200 immigrant women in the Concord Region as well as indirectly benefit 300 additional Concord Region community members.

There are two main expected project outcomes (results):

1) At least 100 immigrant women in the Concord Region have <u>increased knowledge</u> about key issues affecting immigrant women and existing community settlement services and resources;

and

2) At least 100 immigrant women in the Concord Region have <u>strengthened</u> <u>leadership skills</u>.

As well, it is anticipated that an additional 300 community members (e.g. non-governmental organizations (board members and staff), high school students, municipal public employees, community members, etc.) will indirectly benefit and have increased awareness about key issues affecting immigrant women in the Concord Region and the larger Canadian context.

The expected medium-term outcome of the project is: participants effectively use and/or integrate the acquired knowledge (about key issues affecting immigrant women and existing community settlement services and resources) and leadership skills in their personal lives, workplaces, and within the community. Indicators would include: extent to which participants identify appropriate actions to take; number of services/resources contacted/visited; and number of participants who have actioned at least one item from their personal learning plans.

7. Why should SWC fund your project?

At this time, no other organization is providing leadership skills development to immigrant women in the Concord Region. The "Leadership Development for Immigrant Women" project will move beyond the current language training to provide: information on key issues affecting immigrant women, individual support and mentorship, and leadership skills development and application. The proposed project provides a practical approach for supporting immigrant women to learn and practice leadership skills that will facilitate their participation, socially and economically, in the Concord Region.

The project targets immigrant women, and the Women's Program priority issue of economic prosperity. It expects to directly benefit 200 women through information sharing and skill building and indirectly benefit an additional 300 community members through awareness raising.

As well, the proposed project's goal to contribute to increasing the socioeconomic community participation of immigrant women in the Concord Region is directly aligned with the Women's Program objective to increase opportunities for women to participate fully in the economic, social, and cultural life of Canadian society.

For over 25 years, we have delivered a variety of programs and services that have assisted immigrants to settle and integrate within the culturally diverse Concord Region. We have been extremely active in inclusive community development and in promoting multicultural awareness in the Concord Region. Currently, we offer the following programs and services: community education, settlement and information referral, English language services, and multicultural public presentations. With more than 100 successful inclusive community development projects to our credit, we have formed a relationship built on trust with the locals and are a reliable community partner with extensive networks within the Region. In 2006 alone, we reached several thousand community members through community education events and various outreach activities. Most recently, using a participatory process, we helped develop a local protocol for building a safe and welcoming community free from racism and other forms of discrimination. Many of our past clients are now employed and some even volunteer as members on our Board.

ANNEX I – Work Plan and Evaluation Plan

Project Goal: To contribute to increasing social inclusion and the socio-economic community participation of immigrant women in the Concord Region.

Objective: To increase the knowledge of immigrant women in the Concord Region about key issues affecting immigrant women and existing settlement services and resources.

Expected Outcome for this objective: At least 100 immigrant women in the Concord Region have increased knowledge about key issues affecting immigrant women and existing community settlement services and resources.

Fill out the template sheet for <u>each</u> project objective. Please consult the Glossary of Terms for a definition of key elements.

| Activities (specific actions to be taken) | Timelines (include dates) | Inputs (human and financial resources) | Outputs (tools, reports or products resulting from the activity) | Indicators (evidence showing progress towards outcome) | Measurement Method(s) or Tool(s) (quantitative or qualitative) |
|--|---|--|---|--|--|
| Plan and develop 10 information sessions. Topics: women's safety, volunteering, employment trends in the Concord Region, disabilities, mental health, education, family cultures, health, human rights, the Canadian Charter of Rights and Freedoms, etc. Two-hour information sessions. | Approximately one per month for ten consecutive months. | Coordination 3hrs/week Volunteers 1hr/week Guest Speakers 5hrs/month Administrative Support 1hr/week Office Costs (photocopying, rent, insurance, maintenance, etc.) Promotion/advertising (newsletter, pamphlets, etc.) Materials (fact sheets, photocopying, etc.) Facilities/venue Equipment (computer, LCD projector, technical support, etc.) | 10 information sessions delivered and attended by at least 100 immigrant women from the Concord Region. Key messages delivered. Information shared. | Level of knowledge of participants about key issues affecting immigrant women and available settlement services/resources in the Concord Region. Number of participants who have learned something new (about key issues affecting immigrant women and existing community settlement services/resources). Level of satisfaction of participants on the usefulness of the | Before and After Information Session questionnaires. Informal feedback received from participants of the peer discussion groups. One-on-one interviews/ discussions with individuals mentored. |

| Provide ongoing One-on-One Support. Mentorship and support will include: referrals, responding to individual questions, assistance with the development of personal training plans, etc. One-hour timeslots. | Every Tuesday from 10am-12pm and every Thursday from 6- 8pm. Also, by appointment and on an as-needed- basis outside these scheduled times. | Coordination 3hrs/week Community Mentor 6hrs/week Professional Counselling, as needed - approximately 5hrs/month Administrative Support 1hr/week Office Costs (photocopying, rent, insurance, maintenance, etc.) Promotion/advertising (newsletter, pamphlets, etc.) Materials (learning plan templates, photocopying, etc.) Equipment (computer, technical support, etc.) | Individual support/mentorship provided to 100 immigrant women from the Concord Region. Referrals received. Individual questions answered. At least 25 individual personal training plans produced/drafted by participants. | information sessions, peer discussion groups, and individual support in raising their understanding of key issues. | |
|---|--|---|---|--|--|
| 3. Organize and hold 10 Peer Discussion Groups. Topics: women's mobility, housing, legal assistance, women's health, vocational training, provincial legislation pertaining to immigrant women, networking, etc. 3-hour peer discussion groups. | Approximately one per month for ten consecutive months. | Coordination 3hrs/week Volunteers 1hr/week Experts/Guests 5hrs/month Administrative Support 1hr/week Office Costs (photocopying, rent, insurance, maintenance, etc.) Promotion/advertising (newsletter, pamphlets, etc.) Materials (fact sheets, photocopying, contact lists, | 15 peer discussion groups held and attended by 150 immigrant women from the Concord region. Ideas/opinions/personal experiences exchanged. Information shared. | | |

| Facilities/venue Equipment (computer, technical support, etc.) |
|---|
|---|

Project Goal: To contribute to increasing social inclusion and the socio-economic community participation of immigrant women in the Concord Region.

Objective: To strengthen the leadership skills of immigrant women in the Concord Region.

Expected Outcome for this objective: At least 100 immigrant women in the Concord Region have strengthened leadership skills.

Fill out the template sheet for <u>each</u> project objective. Please consult the Glossary of Terms for a definition of key elements.

| Activities (specific actions to be taken) | Timelines (include dates) | Inputs (human and financial resources) | Outputs (tools, reports or products resulting from the activity) | Indicators (evidence showing progress towards outcome) | Measurement Method(s) or Tool(s) (quantitative or qualitative) |
|---|---|---|---|--|--|
| Plan and deliver 10 leadership skills training seminars. Training will include: communication, conflict resolution, taking initiative, networking, advocacy, anti-discrimination First Aid, presentation, interview, and public speaking skills. 1-day training sessions. | Approximately one per month for ten consecutive months. | Coordination 3hrs/week Volunteers 1hr/week Consultants 12hrs/month Administrative Support 1hr/week Office Costs (photocopying, rent, insurance, maintenance, etc.) Promotion/advertising (newsletter, pamphlets, etc.) Materials (training manuals, photocopying, etc.) Facilities/venue | 10 skills training seminars delivered and attended by at least 100 immigrant women of the Concord Region. | Level of leadership skills Evidence of applied new leadership skills in the design and delivery of public presentations Quality (design and delivery) of public presentations and number of quality public presentations delivered by participants | Before and after training session questionnaires/ evaluation forms. Informal feedback received by participants. Knowledge based exercises. Observations (of |

| Participants will prepare and deliver 10 | Approximately 2 | Equipment (computer, LCD projector, technical support, etc.) Coordination 3hrs/week | • 10 small public | trainers).End of Public Presentations evaluation |
|--|---|--|--|---|
| small community projects. Topics: women's safety, volunteering, employment trends in the Concord Region, disabilities, mental health, education, family cultures, health, human rights, the Canadian Charter of Rights and Freedoms, etc. Targets: community non-governmental organizations (board members and staff), high school students, municipal public employees, community members, etc. 30 minute presentations. | weeks after scheduled monthly leadership training seminars (see above). | Community Mentor 10hrs/month Administrative Support 1hr/week Office Costs (photocopying, rent, insurance, maintenance, etc.) Promotion/advertising (newsletter, pamphlets, etc.) Materials (fact sheets, photocopying, etc.) Equipment (computer, LCD projector, technical support, etc.) | presentations delivered by participants. Information shared. Key messages delivered. | questionnaires. |

ANNEX II - BUDGET

| 1 st Year ⊠ | 2 nd Year | 3 rd Year | Cumulative |
|------------------------|----------------------|---------------------------------------|------------|
| | | · · · · · · · · · · · · · · · · · · · | |

PLEASE NOTE: For a multi-year project (more than 18 months), complete a budget for each year of the project as well as an overall budget for the entire project.

| well as an overall budget for the entire project. | | | | | | |
|---|-------------------|------------------|--|--|--|--|
| Budget Items | Total Expenses | Amount requested | Detailed description for each budget item requested | | | |
| Travel | \$ 1,200 | \$ 600 | \$25/wk @ 48 wks = \$1,200 | | | |
| Salaries and benefits | \$ 39,115 \$ | \$ 19,557.50 | Coordinator 15hrs/wk @ \$22/hr for 52 wks (\$17,160) Community Mentor 34hrs/mth @ \$20/hr for 12 mths (\$8,160) Admin. Support 5hrs/week @ \$16/hr for 52 wks (\$4,160) Bookkeeping 4hrs/wk @ \$19/hr for 52 wks (\$3,952) Benefits + statutory holidays 17% (\$5,683) | | | |
| Honoraria and professional fees | \$ 12,750 | \$ 4,250 | Guest Speakers (info. sessions), honoraria, \$300/info. session for 10 sessions (\$3,000) Guest Facilitators (discussion groups), honoraria, \$300/discussion group for 10 sessions (\$3,000) Expert Trainers (leadership dev. skills), honoraria, \$600/training session for 10 sessions (\$6,000) Professional Counselling, honoraria, \$750 (lump sum payment for 52 wks) (CMA in-kind contribution of \$4,250) | | | |
| Facilities | \$ 10,450 | \$ 5,225 | Sessions facility rentals \$25/hr for 130 hrs = \$3,250 Portion, Office Insurance \$40/mth for 12 mths = \$480 Portion, Office Rental \$500/mth for 12 mths = \$6,000 Portion, Office Maintenance \$60/mth for 12 mths = \$720 | | | |
| Office equipment | \$ 1,920 | \$ 960 | Computer and technical support \$60/mth for 12 mths = \$720 Telephone, fax, email, voicemail \$100/mth for 12 mths = \$1,200 | | | |
| Materials and supplies | \$ 2,500 | \$ 1,250 | Photocopying \$15/wk @ 52 wks = \$780 Postage \$600 Office supplies (paper, ink cartridge, toner, pens, etc.) \$1,120 | | | |
| Publicity and promotion | \$ 1,500 | \$ 750 | Monthly newsletter and events flyers. | | | |
| Other (specify) | \$ 1,000 | \$ 500 | Evaluation @ \$1,000 | | | |
| TOTAL EXPENSES | \$ 70,435 | \$ 33,092.50 | | | | |

| Sources of revenue | Amount |
|--|--------------|
| Financial contribution requested from Status of Women Canada | \$ 33,092.50 |
| Financial contribution from applicant organization | \$ |
| In-kind contribution from applicant organization | \$ |
| Financial contribution from other federal programs (provide details) | \$ |
| Financial contribution from provincial programs (provide details) Provincial Ministry of Community Services | \$ 33,092.50 |
| Financial contribution from municipal programs (provide details) | \$ |
| Financial contribution from private or corporate donation (provide details) | \$ |
| In-kind contributions from external sources (provide details) Reduced rates for guest speakers, facilitators, expert trainers, and professional counselling. | \$ 4,250 |
| Other (provide details) | \$ |
| TOTAL | \$ 70,435 |

^{*} A special thank you to the *Cowichan Intercultural Society* for allowing the Women's Program to adapt their submission in developing this Sample Project Proposal.

LIST OF STATUS OF WOMEN CANADA REGIONAL OFFICES

West, Northwest Territories and Yukon

Status of Women Canada Suite 1001, Highfield Place 10010 - 106 Street NW Edmonton, AB T5J 3L8

Toll free: 1-866-966-3640 Local: 780-495-3839 Fax: 780-495-2315 infowest@swc-cfc.gc.ca

National and Ontario

Status of Women Canada 123 Slater Street 10th Floor Ottawa, ON K1P 1H9

Toll free: 1-866-902-2719 Local: 613-995-7835 Fax: 613-947-0761 wpppf@swc-cfc.gc.ca

Quebec and Nunavut

Status of Women Canada 1564 St. Denis Street Montréal, Québec H2X 3K2

Toll free: 1-888-645-4141 Local: 514-283-3150 Fax: 514-283-3449

infoquebec-nunavut@swc-cfc.gc.ca

Atlantic

Status of Women Canada 109 - 1045 Main Street Moncton, New Brunswick E1C 1H1

Toll free: 1-877-851-3644 Local: 506-851-3644 Fax: 506-851-3610

infoatlantic@swc-cfc.gc.ca