



**The Royal Canadian Legion  
Colonel R.H. Britton Branch 92**

**55 King Street East, Gananoque, Ontario K7G 1E8**

**Tel: (613) 382-3023 E Mail: rclbr92@bellnet.ca Fax: (613) 382-5208**

20 September 2016

Community Granting Committee:

The enclosed grant request is for \$627.05. It would be a gesture of support from the Town of Gananoque to assist a community event that will be hosted by the Gananoque Legion on 21, 22, and 23 April when the Legion will host the 2017 District G Convention which involve about 220 Legionnaires from the 62 Branches in Eastern Ontario stretching from Pembroke east to the Quebec border.

The Gananoque Legion asked to host this event as 2017 will mark the 90<sup>th</sup> anniversary of its establishment in 1927. In addition, 2017 will mark the 100<sup>th</sup> anniversary of the death of Lieutenant Colonel Britton after whom the Branch is named and the 100<sup>th</sup> anniversary of the awarding of a posthumous Victoria Cross to Gananoque's Private Harry. It also will mark Canada's 150<sup>th</sup> anniversary and the 100<sup>th</sup> anniversary of the battle of Vimy Ridge.

The Branch's contribution to 2017 will be to fund, with donors, improvement to the town war memorial which is scheduled to be done by this Remembrance Day.


It is likely that this will be the last time that this Branch will host such an event. We have limited facilities at the Branch and must spread meetings and seminars throughout the town, including the Secondary School.

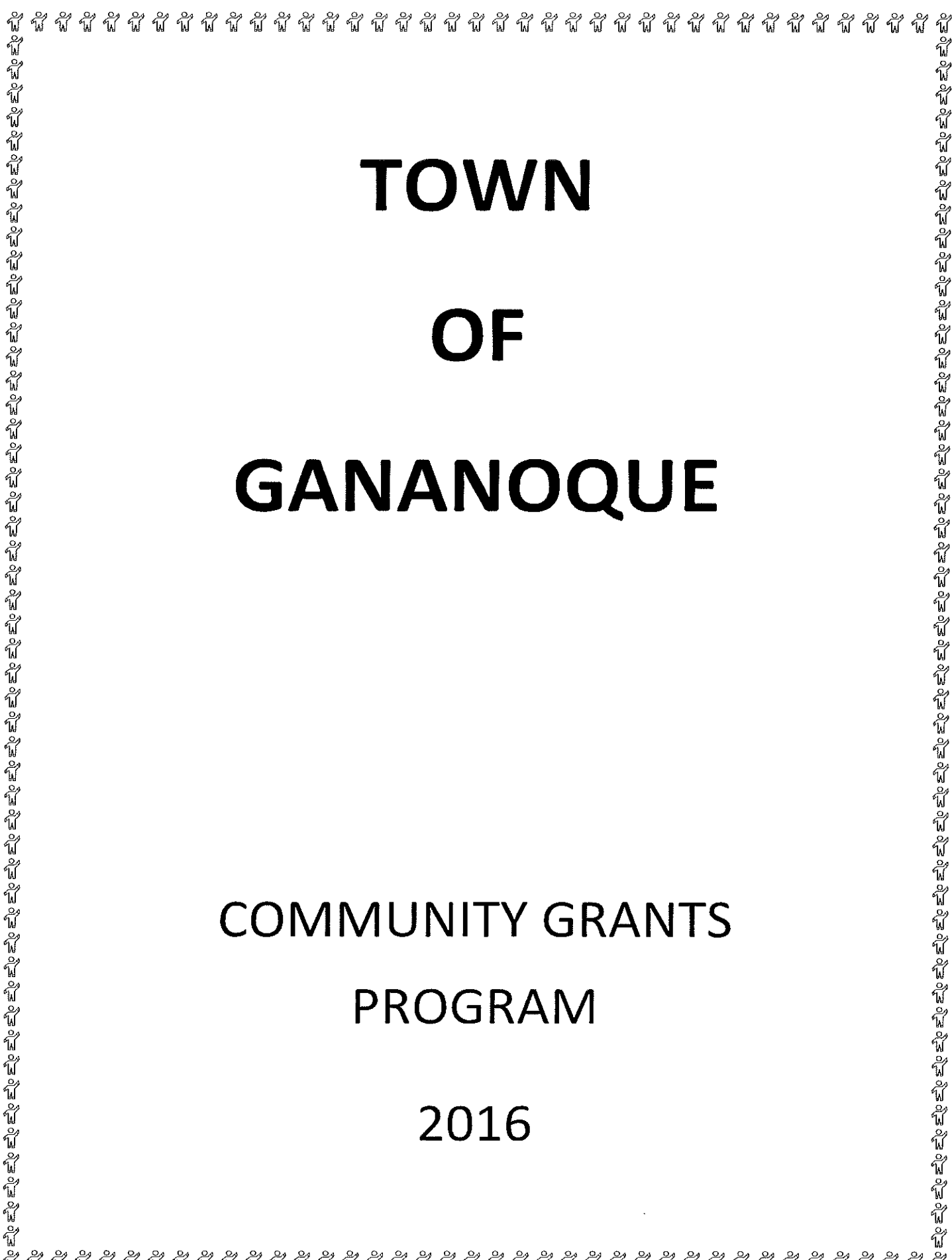
One of the conditions the Gananoque Legion made in accepting the 2017 Convention is that we would provide a level of transportation for delegates to reduce their driving as there is limited parking at the Legion and at the many scattered seminar/meeting sites.

The two previous occasions that the Gananoque Legion hosted such a Convention it was able to obtain vehicles from local automobile companies. That no longer is an option, mainly for insurance reasons. It also would be very difficult to obtain insurance if we used vehicles that would be provided by members as we did for one Convention.

The grant request asks for funds to rent two vehicles on for use on Friday 21 April and three vehicles on Saturday 23 April when many meetings and seminars occur throughout the town. No transportation is would be needed for Sunday 23 April as the one event, the business meeting, will be held at Gananoque Intermediate and Secondary School.

The Gananoque Legion will be absorbing all other costs associated with hoisting the Convention such as rental of the High School and other meeting places, rental of a public address system, etc.

  
Cliff Weir  
President



# TOWN OF GANANOQUE

COMMUNITY GRANTS  
PROGRAM  
2016

## Gananoque Community Grants Program

- C3.** In addition to items noted in C1, please outline below your organization's sources of operating revenue. This will assist in our financial review of your organization.

Revenue Sources (be specific)	Amount Received (previous financial yr.)	Current Budget (projected)
<b>Membership Fees</b> \$50 annually. The Branch retains \$9.50. The remainder is used at Provincial, and Dominion levels to support their activities such as national hospitals for veteran and other national and provincial programmes.	\$3,200	\$3,200
<b>Program Fees / Fees for Service</b>		
<b>Other (non-Town) Government Funding</b>	0	0
<b>Other Grants</b> Since 1982 the Gananoque Food Bank has occupied almost the entire Legion basement. Branch 92 has paid all utility costs, which are quite extensive as there are many large refrigerators and freezers. Last year the Food Bank began giving the Legion \$500 a month to assist in defraying these costs.	\$6,000	\$6,000
<b>Fundraising</b> Most revenue comes from bar sales Branch 92 holds monthly brunches, meat draws, dinner/dances, and operates a metal reclamation programme. The Ladies Auxiliary conducts monthly dinner/dances and hosts many funeral receptions.	\$40,000	\$40,000
<b>Sponsorship</b> Rental of facilities for events	\$5,000	\$5,000
<b>Donations</b> Mainly donations from Ladies Auxiliary. Depending on how much money the Legion Ladies Auxiliary raises from its dinner/dances and funeral receptions.	\$2,500	\$2,500
<b>Gifts In Kind</b>		
<b>Other (please specify)</b> Most revenue is generated through bar sales.		
<b>Total Revenues:</b>	\$375,000  The average annual revenue in the ten years prior to 2014	\$375,000

**Gananoque Community Grants Program**

**C4. TOWN OF GANANOQUE COMMUNITY GRANTS**

**DATE:** 20 September 2016

**APPLICATION FOR:** (Select One) **GROUP PROJECT:** Legion Convention **INDIVIDUAL:** \_\_\_\_\_ **TRAVEL:** \_\_\_\_\_

**ORGANIZATION'S NAME:** Colonel Russel Britton Branch 92, Gananoque Legion

**ADDRESS & POSTAL CODE:** 55 King Street East, Gananoque

**TELEPHONE:** 613- 382-3023 **EMAIL:** rcibr92@bellnet.ca **FAX:** 613- 382-5208

**PRESIDENT OR CEO:** Cliff Weir **TELEPHONE:** 613- 382-4081

**CONTACT PERSON:** Bill Beswetherick, Secretary **TELEPHONE:** 613- 531-8068

**NUMBER TOWN MEMBERS:** 314 **NUMBER OTHER MEMBERS:** 26

**MEMBERSHIP FEE:** \$50 **SERVICE/CLIENT FEE:** \_\_\_\_\_

**FUNDING AMOUNT REQUESTED:** \$ \$627.05 to rent passenger vans

**Post Event/Service RESULTS**

<p><b>1. DESCRIBE PROJECT.</b></p> <p>Gananoque Legion will host the District G Convention 21-23 April 2017 involving about 220 Legionnaires from the 62 Branches in Eastern Ontario from Pembroke to the Quebec border. Because of the small size of our branch, this likely will be the last time that we will host this event. One of the conditions about accepting the Convention is that the Legion provide transportation to reduce the driving done by delegates, many of whom are elderly and who have driven considerable distances to get to Gananoque. In addition, there is limited parking near the Legion and at the seminar/meeting sites scattered about town. The grant funds would be used to rent vans to move delegates between their hotels and the various meeting/seminar sites. Sat 22 April is very busy and will involve meetings 9 am to 5 pm followed by an early evening dinner/meet and greet at the Legion followed by entertainment.</p>	
<p><b>2. HOW WILL THE PROJECT ENHANCE THE TOWN OF GANANOQUE?</b></p> <p>Providing transportation will show the Town's support for this major Legion event. During past District Conventions held in Gananoque, the Legion was able to obtain vans from one of the local automobile companies. This no longer is possible as the automobile company has concerns about insurance. In addition, in the past we were able to have members provide their own vehicles for transportation. Again there is the problem of insurance for the vehicle owner, his vehicle, and his/her passengers. Renting vans with full insurance would eliminate this concern.</p>	
<p><b>3. PLEASE ATTACH THE BUDGET SHOWING ALL EXPENDITURES AND ALL SOURCES OF REVENUE REGARDING THIS PROJECT.</b></p> <p>(Include the budget for this project showing expenditures and all sources of cash revenue as well as Donations in kind.)</p> <p>See attached. The grant would provide funds to rent two vans for Fr 21 Apr and three vans for Sat 22 Apr. There is no need to provide transportation on Sunday as everything will occur at GISS where the final Business meeting will be held.</p>	

**Gananoque Community Grants Program**

<p>4. WHAT ARE YOUR FUNDRAISING ACTIVITIES AND/OR SPONSORSHIP PLANS FOR THE UPCOMING YEAR? The branch raises most of its revenue from bar sales.</p> <p>The Branch retains only \$9.50 of annual \$50 membership dues. The remainder is used at Provincial and Dominion levels for Legion-wide activities. Since 2011 Branch 92 has conducted a monthly brunch which attracts from 150 to 175 citizens. It is run by members of the unpaid Executive. In addition, for many years Executive members have collected and sold scrap metal. The building, dating from 1946, is costly to maintain. Annual heating and cooling costs are \$25,000 and insurance \$10,000. In an effort to reduce labour costs the bar now is closed Sun and Mon evenings. Raffles will be held during the Convention to assist in defraying the cost of other parts of the event.</p>	
<p>5. IF YOUR GRANT REQUEST IS APPROVED, HOW WILL YOU NOTIFY THE COMMUNITY ABOUT YOUR RECEIPT OF FUNDS?</p> <p>It will be mentioned at all media releases. Hopefully the mayor would refer to it when she welcomes Legionnaires at the Business meeting of 23 April which will be attended by media and by our MP and MPP. The grant also would be mentioned in the monthly Branch 92 newsletters, on its website, and on its facepage. It also will be mentioned in every welcome package that is given to Legionnaires. There would be handouts in the rented vans.</p>	
<p>6. HOW WILL YOU BE AFFECTED IF THE GRANT IS NOT APPROVED OR IF A REDUCED AMOUNT IS GRANTED?</p> <p>One of the conditions that a Branch accepts when it agrees to host a District Convention is that it will provide some level of transportation support for delegates. Many will be driving considerable distances, from as far away as Pembroke to get to Gananoque, and will be attending seminars and meetings starting each day at 9 am. Sat 22 Apr will end with a meet and greet and an early evening dinner at the Legion. If the grant request is not approved, the Branch will have to absorb the cost of renting vans.</p>	
<p>7. HOW WILL YOU EVALUATE AND MEASURE THE SUCCESS OF YOUR PROPOSAL?</p> <p>No accidents reported. Positive comments by delegates on their on after-action observations.</p>	
<p>8. ADDITIONAL INFORMATION (Please attach any relevant information)</p> <p>This likely will be the last time that this event is held in Gananoque. As a result, we would like it to be remembered as a great success..</p>	

PRES/CEO SIGNATURE:  Cliff Weir

CONTACT SIGNATURE:  Bill Beswetherick

**\* All grant recipients are required to prepare a final report on how the grant monies were expended, and the level of success of their project – see section C of the Community Grant Policy.**

**Gananoque Community Grants Program**

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**C5.\* Proposal Budget**

Please note the following:

- If your request is for equipment or facility upgrades, a written quote (estimate) from a supplier or contractor is required. Please attach to your application.
- If your request is for a facility upgrade to a site you do not own, please include a letter permitting this work to be done (if funding is approved) from the facility owner.

Should full financial support not be recommended for your proposal, it will be helpful to know which items you view as the most critical part of your request. Please complete the priority ranking section in the chart below for this purpose (1 = highest priority/most needed).

Expected Costs Description	\$ Amount	Priority Ranking	Expected Funding Sources			
			\$ Amount	Confirmed	Requested	
		1				
Option 2 - Rent 2 passenger vans for Friday 21 April and 3 vans for Saturday 22 April 2017	\$627.05	1	Town Grant			
		2				
Includes comprehensive insurance and taxes						
Sub-Total:	\$627.05		Sub-Total:			

Funding Request: \$ 627.05

**In-Kind Contributions** (donation of space, materials, etc.)

Contribution	Estimated \$ Value	Donor	Confirmed	Requested
Total:				

**Gananoque Community Grants Program**

\* Please refer to sample (next page) provided for assistance on completing this section of the application.

**SAMPLE**

**Proposal Budget** (to be completed by ALL Applicants)

Expected Costs Description	\$ Amount	Priority Ranking	Expected Funding Sources	\$ Amount	Confirmed	Requested
1. Training for Volunteers (2 sessions X \$75/coach X 25 coaches)	\$3,750.00	1	Membership Fees	\$1,875.00		
			Town Community Grants Committee	\$1,875.00		
2. Equipment (quote attached) (10 bats x \$100 each + tax)	\$1,130.00	2	Town Community Grants Committee	\$1,130.00		
3. Storage Containers (quote attached) (48 units needed x 26.50 each) + tax	\$1,437.36	3	Own Savings Account (12 units)	\$ 359.34		
			Town Community Grants Comm. (36 units)	\$1,078.02		
Sub-Total:	\$6,317.36		Sub-Total:	\$6,317.36		

**Funding Request: \$ 4,084.00** = total (rounded) of expected funding source  
(Town Community Grants Committee shown as requested items)

**In-Kind Contributions** (donation of space, materials, etc.)

Contribution	Estimated \$ Value	Donor	Confirmed	Requested
Training Space				
\$20/hour x 7 hours x 2 sessions	\$280.00	123 Cares Inc.		
Refreshments for training	\$200.00	Groceries 4 You		



**Gananoque Community Grants Program**

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	Total:	\$480.00			
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# Col R H Britton - Branch 92 - General Fund

Comparative Income Statement - Comparative Income Statement - YTD to Last Year

	Actual 06/01/2015 to 05/31/2016	Actual 06/01/2014 to 05/31/2015	Percent
<b>REVENUE</b>			
<b>REVENUE</b>			
TNS Smart Network	1,633.50	1,258.50	29.80
Draft Sales	80,930.50	59,074.07	37.00
Beer - Sales	130,646.18	118,226.17	10.51
Dry Canteen - Sales	4,960.89	4,546.43	9.12
Liquor - Sales	44,069.69	47,080.47	-6.39
Membership Revenue	14,055.00	13,257.85	6.01
Rental Income	24,445.50	25,790.00	-5.21
Sunday Breakfast	16,242.00	17,411.40	-6.72
Trillium Grant	0.00	67,200.00	-100.00
Donations - Ladies	2,346.62	9,000.00	-73.93
Command Supplies	454.74	204.00	122.91
Sports Revenue	570.92	581.08	-1.75
Convention	-30.00	390.00	-107.69
Special Events Revenue	15,473.60	10,540.94	46.80
Fundraising Revenue	2,217.25	3,829.14	-42.10
Pool Table Revenue	104.00	45.00	131.11
Cash Over / Short	184.06	23.52	682.57
Donation	51,293.00	1,086.64	4,620.33
Building Fund	74,380.71	24,952.41	198.09
Grant - Tax Relief (Town)	0.00	6,558.51	-100.00
<b>TOTAL REVENUE</b>	<b>463,978.16</b>	<b>411,056.13</b>	<b>12.87</b>
<b>TOTAL REVENUE</b>	<b>463,978.16</b>	<b>411,056.13</b>	<b>12.87</b>
<b>EXPENSE</b>			
<b>EXPENSES</b>			
Beer Purchases	57,055.28	51,807.83	10.13
Dry Canteen Expense	2,180.01	2,866.82	-23.96
Liquor Purchases	20,046.05	19,430.10	3.17
Building Fund	5,313.24	34,166.75	-84.45
Men's Levee	0.00	511.73	-100.00
Bar Supplies	2,648.49	2,262.18	17.08
Cleaning Supplies	6,376.46	4,234.90	50.57
Draft Purchases	42,503.47	31,493.73	34.96
Command Supplies	480.33	36.67	1,209.87
Provincial Command Expenses	1,498.97	1,328.63	12.82
Dominion Command Exp.Mem...	10,884.81	11,761.16	-7.45
Remembrance Day Expenses	45.00	305.01	-85.25
Sunday Breakfast	6,375.96	6,106.64	4.41
Bookkeeping	708.75	594.00	19.32
Taxes	8,124.53	7,608.63	6.78
House & Property Expense	28,040.88	8,362.30	235.32
Entertainment Expense	7,975.00	10,425.00	-23.50
Sports Expense	270.00	1,320.00	-79.55
Convention	837.29	1,160.35	-27.84
Licences	88.49	363.00	-75.62
Utilities	23,652.65	22,985.30	2.90

# Col R H Britton - Branch 92 - General Fund

Comparative Income Statement - Comparative Income Statement - YTD to Last Year

	Actual 06/01/2015 to 05/31/2016	Actual 06/01/2014 to 05/31/2015	Percent
Advertising (General)	1,912.23	1,756.99	8.84
Office Expense	2,759.23	2,623.77	5.16
Welfare	119.10	29.36	305.65
WSIB	682.98	485.16	40.77
Trillium Grant Expense	0.00	59,460.00	-100.00
Telephone	460.82	538.44	-14.42
Bank Charges	530.06	822.16	-35.53
Miscellaneous	372.27	700.00	-46.82
Insurance	10,598.12	10,250.63	3.39
General	3.99	0.00	0.00
Special Events	9,183.79	5,207.89	76.34
Wages	94,931.27	90,860.21	4.48
CPP & UIC Expense	6,013.46	6,014.81	-0.02
<b>TOTAL ADMINISTRATION</b>	<u>352,672.98</u>	<u>397,880.15</u>	-11.36
<b>TOTAL EXPENSE</b>	<u>352,672.98</u>	<u>397,880.15</u>	-11.36
<b>NET INCOME</b>	<u>111,305.18</u>	<u>13,175.98</u>	744.76

Note:

FY 2014/15 and FY 2015/16 were anomalies. During FY 2015/16 the Legion received two bequests worth a total of \$120,000 that are being used to make major repairs to the building which dates from the early 1950's. In FY 2014/15 the Legion metal reclamation programme earned almost \$14,000. This programme has been sharply reduced in size due to problems finding storage space. Without the bequests and the metal reclamation programme in those years, the Branch would have lost money. During FY 2005 to FY 2014 Branch 92 had five years in which net income that ranged from \$2,300 to \$7,500 and during four years it experienced losses that ranged from \$1,950 to \$5,750.

## Gananoque Legion Operating Budget

Fiscal Year 1 June 2016 - 31 May 2017

Branch 92 has a Financial Committee that adjusts expenses to meet its income. The following budget is based on estimates that are the average of the past four years.

In 2015/16 Fiscal Year the Branch received two bequeaths in wills worth a total of \$120,000. This is the first time that the Branch has received bequeaths.

### Projected Revenue

Bar Sales	Beer/Liquor	260,000
	Dry Canteen	7,500
Membership Revenue		14,500

Annual dues are \$50 per member. Note under Expenses that \$9,500 of this is sent to Dominion Command for its work

Rental of Facilities	18,000
Sunday Brunch	14,000

(It is planned to hold only 10 a year rather than 12)

50/50 Draw	5,500
Pool Table Revenue	250
Legion Supplies	750
Donations	5,000
Ladies Auxiliary Donation to Branch	2,750
Metal Reclamation Programme	1,000

(expected reduced revenues because of lack of storage space)

Special Events - Dinner/Dances/Meat Draws	7,000
50/50 Draw Revenue	2,800
Pool Table Revenue	400

Tax Relief	6,700
Miscellaneous	3,500
<b>Estimated Total Revenue</b>	<b>375,000</b>

**Expenses**

Beer/Liquor	130,000
Dry Canteen Expenses	4,000
Bar Supplies	2,500
Cleaning Supplies	2,500
Building Maintenance	50,000

Normal annual maintenance costs are about \$20,000. The gravel parking lot behind the legion will be paved at a cost of about \$30,000. The dust from the parking lot has raised concerns from neighbours. In addition the gravel lot is difficult to keep clear of stone. The paving will allow lines to be painted to maximize parking.

Remembrance Day Expenses	250
House and Property Expenses	6,000
Dominion Command Membership Dues	9,500
Sunday Brunch Supplies	6,750
Entertainment	11,750
Convention	500
Licences	500
Sports	500
Utilities	20,500
Taxes	6,750
Insurance	11,000
Book Keeping	750

Advertising	1,750
Workmen's Compensation Board	1,750
Telephone/Computer	1,500
Office Expenses	3,500
Bank Charges	1,000
Special Event	6,500
50/50 prizes/Charitable donations	2,500
Wages	99,750
CPP & UIC Expenses	7,750
<b>Estimated Total Expenses</b>	<b>370,000</b>
<b>Net Income</b>	<b>5,000</b>

Gananoque Legion net income has varied considerably over the past years. FY 2009-2010 saw a loss of \$1,593.45 and FY 2010-2011 saw a net income of \$12,518,76 mainly because of a large donation to the Building Fund from the Metal reclamation Programme. FY 2011-2012 saw a loss of \$25,575.52 which resulted because of major renovations to the kitchen and to the Gananoque and District Food Bank that has occupied the basement of Branch 92 since 1982.

One of the major sources of revenue for the Branch Building Fund comes from the Metal Reclamation Programme that began a five years ago and which has raised from \$6,000 to \$12,000 annually. The work of stripping items apart and loading them in bins is being done by a few members of the Branch Executive. Items involve are everything from beverage cans to large and heavy items such as are refrigerators. The programme requires a large area in which item can be store, especially during the winter. Unfortunately, this major source of funds will cease shortly because regulations prohibit the Branch using the current location.

**Branch 92 Telephone List  
June 2016 - May 2017**

<b>President</b>	<b>Cliff Weir</b>	<b>382-4081</b>	<b>583-2034 (cell) cw_weir@bell.net</b>
<b>1<sup>st</sup> Vice President</b>	<b>Wes Rideout</b>	<b>659-3229</b>	<b>wesandkaren@1000island.net</b>
<b>2<sup>nd</sup> Vice President</b>	<b>Owen Fitzgerald</b>	<b>382-1949</b>	<b>dubyyz@yahoo.ca</b>
<b>3<sup>rd</sup> Vice President</b>	<b>John Robertson</b>	<b>382-2825</b>	
<b>Past President</b>	<b>Murray Salter</b>	<b>463-8952</b>	
<b>Service Officer</b>	<b>Dan Spencer</b>	<b>382-3820</b>	<b>spencers.charters@sympatico.ca</b>
<b>Youth Education</b>	<b>Janet Gaylord</b>	<b>659-3105</b>	<b>jgaylord@1000island.net</b>
<b>Honours &amp; Awards</b>	<b>Al Read</b>	<b>382-8400</b>	<b>atread6@cogeco.ca</b>
<b>Membership &amp; Web Site Manager</b>	<b>Anne Parker</b>	<b>382-8936</b>	<b>membership_92@hotmail.com</b>
<b>Sports Officer</b>	<b>Larry Scott</b>	<b>659-3936 (H)</b>	<b>484-6868 (Cell)</b>
<b>Sick and Visiting</b>	<b>Bev Miller</b>	<b>549-0298</b>	<b>bevmilleronly@gmail.com</b>
<b>Sergeant at Arms</b>	<b>John Petch</b>	<b>929-3783 (Cell)</b>	
<b>Liaison to Ladies Auxiliary</b>	<b>Ron Knapton</b>	<b>382-7149</b>	<b>ronanjoan@sympatico.ca;</b>
<b>Secretary/ Treasurer</b>	<b>Bill Beswetherick</b>	<b>531-8068</b>	<b>wilbert@kos.net</b>