

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society - Deadline ASAP
Date: March 12, 2021 10:11:22 AM
Importance: High

Hi David and Amy,

Please see the revised response below for review.

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjthomson@gmail.com
604-808-5121

Deadline Friday, March 12, 2021 3:00 PM

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 3 p.m. on Friday.

Background for MO:

- Burnaby Fellowship Centre Society has received \$811, 694.81 in the form of grants since 2008 which includes \$400,000 from the current Community Gaming Grants program which started in 2010/11 fiscal.
- MLA Raj Chouhan responded to the organization's inquiry of their reconsideration response on March 9th, with information provided by the CGG branch.
- Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:
 - This program is ineligible for grants as it appears to primarily provide a meeting space venue for other organizations to deliver their own programming
 - Organization provided a brief program description; unable to assess eligibility of other program activities
 - Program actuals (financial information) not submitted
 - There was a letter dated December 19, 2019 to the organization, and provided a final

year funding warning to the Recovery Support Program as providing a venue for meeting space for other organizations to deliver their own programming is not considered an eligible program

Recommendation – to go on background from ministry:

s.13

From: [Pyatt, David E MUNI:EX](#)
To: [Kilpatrick, Melanie GCPE:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: RE: For INPUT: MUNI Media Request: Burnaby Fellowship Society - Deadline 9:30am
Date: March 12, 2021 9:43:00 AM
Importance: High

- **Can we add the history of funding through CGG and background info on denial/recon?**

- Burnaby Fellowship Centre Society has received \$811, 694.81 in the form of grants since 2008 which includes \$400,000 from the current Community Gaming Grants program which started in 2010/11 fiscal.

- **The reporter would like to know why they haven't received a response yet.**

- Though the Community Gaming Grants branch had the request for reconsideration on file a decision was delayed due to high volumes. The branch deeply regrets this and will begin the review immediately.

- **~anything to add here regarding the guidelines and their application?**

Reconsideration of Decision Process

- An organization may request that the Branch reconsider its decision regarding an application for a Community Gaming Grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application.
- New information or documentation that substantively changes the original application is not admissible in the reconsideration request.
- A written notification of the decision, which will be the final step for that application. The decision will be sent to the organization upon completion of the review.

- **Background for MO:**

MLA Raj Chouhan responded to the organization's inquiry of their reconsideration response on March 9th, with information provided by the CGG branch.

- **background info on denial/recon?**

- 1) Ineligible program as it appears to primarily provide a meeting space venue for other organizations to deliver their own programming
- 2) Brief program description; unable to assess eligibility of other program activities
- 3) Program actuals (financial information) not submitted
- 4) Letter dated December 19, 2019 to BFCs provided a final year funding warning to the Recovery Support Program as providing a venue for meeting space for other organizations to deliver their own programming is not considered an eligible program.

From: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>

Sent: March 12, 2021 8:28 AM

To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>

Cc: Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>

Subject: For INPUT: MUNI Media Request: Burnaby Fellowship Society - Deadline 9:30am

Hi David, please see the suggested messaging below and add anything you think fits here. If you can provide some suggestions by 9:30 or so that would be great.

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Friday, March 12, 2021 3:00 PM

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied.

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Recommendation – to go on background from ministry:

s.13

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: For INPUT: MUNI Media Request: Burnaby Fellowship Society - Deadline 9:30am
Date: March 12, 2021 8:28:24 AM

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Glacier FarmMedia Network
cameronjhthomson@gmail.com
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Recommendation – to go on background from ministry:

s.13

From: [Pyatt, David E MUNI:EX](#)
To: [Kilpatrick, Melanie GCPE:EX](#)
Subject: FW: Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 11, 2021 4:58:00 PM
Attachments: [image001.png](#)

FYI

From: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>
Sent: March 9, 2021 4:11 PM
To: Barb Fullerton s.22
Cc: Pyatt, David E MAH:EX <David.Pyatt@gov.bc.ca>
Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Dear Barb Fullerton:

Thank you for your email of March 8, 2021, in support of the Burnaby Fellowship Centre Society (BFCS) in their request for reconsideration of their application to obtain a BC community gaming grant.

The Community Gaming Grants branch (CGG) has confirmed with my office that they are in receipt of BFCS's request for reconsideration. They received a request for reconsideration on October 14, 2020 and should have been provided a response by January 12, 2021 according to the published Guidelines. The branch deeply apologizes for the delay and will begin its review of the request immediately. BFCS will be notified in writing via email of CGG's decision.

For your information, an organization may request that the Branch reconsider its decision regarding an application for a Community Gaming Grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application. New information or documentation that substantively changes the original application is not admissible in the reconsideration request. The Executive Director of the CGG will conduct a thorough review to ensure that the Branch's procedures, rules and conditions were applied fairly and properly and to decide whether to vary or uphold the original decision. The Executive Director will send written notification of the decision, which will be the final step for that application.

Thank you again for writing.

Sincerely,

Raj Chouhan

Raj Chouhan

Speaker

MLA for Burnaby-Edmonds

5234 Rumble Street, Burnaby V5J 2B6 | Ph: 604-660-7301

E-mail: Raj.Chouhan.mla@leg.bc.ca

Website: www.rajchouhan.ca



pc: David Pyatt, A/Executive Director, Immigration and Strategic Planning Division, Community Gaming Grants, Ministry of Municipal Affairs (David.Pyatt@gov.bc.ca)

From: Barb Fullerton [s.22](#)

Sent: March 8, 2021 2:04 PM

To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>

Subject: Re: Burnaby Fellowship Centre 7638 6th Street Burnaby

Thank you!!

Sent from my iPhone

On Mar 8, 2021, at 11:38 AM, Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca> wrote:

Dear Barb,

Thank you kindly for reaching out and I'm sorry to hear that you did not receive the community gaming grant this year.

We will reach out to see where they are at in the appeal process and we will also reach out to the Ministry of Mental Health and Addictions with concerns over the possible closure of Burnaby Fellowship.

Best,

Amber Keane (she/her/hers) | Constituency Assistant to

Raj Chouhan, Speaker

MLA for Burnaby-Edmonds

5234 Rumble Street, Burnaby V5J 2B6 | Ph: 604-660-7301

E-mail: Raj.Chouhan.mla@leg.bc.ca

Website: www.rajchouhan.ca

<image001.png>

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<image002.png>

-----Original Message-----

From: Barb Fullerton s.22

Sent: March 7, 2021 3:40 PM

To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>

Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

Dear Mr Chouhan

my name is Barb Fullerton and I am a board member for the Burnaby Fellowship. We received a letter from you 14 months or so ago congratulating us on our Provincial Funding and thanking us for for all we do to help in the community. We need help and dont know where to turn. We rent space at 7638 6th street where we offer 15 12 step meetings every week. We moved to this location 7 years ago from Hastings Street where we had been since 1976. We have relied on and received Community Game grant money for as long as i have been involved (26 years) and longer. This year we were denied and appealed and ask them to reconsider our application. We believe our Fellowship and meetings that meet there are an essential service....given the addiction crisis in this province right now. We have asked to be reconsidered because of the service we provide to the community....that was Oct 17/20 and we still have not received an answer. We are now in a position where we need to close our doors after more than 40 years of supporting those people in our community seeking recovery from drug and alchohol addiction. Can u help us? Can u put in a good word for us? Can u find out why they are taking so long to respond to our reconsideration request? We are in the middle of an opioid crisis in a pandemic and our community is panicking about the impending closure of the Burnaby Fellowship . Any help or suggestions u can offer would be greatly appreciated.

Sincerely

Barb Fullerton

s.22

Sent from my iPhone

From: [Pyatt, David E MUNI:EX](#)
To: [Kilpatrick, Melanie GCPE:EX](#)
Subject: FW: Grant for Burnaby Fellowship Centre
Date: March 11, 2021 4:57:00 PM

As discussed.

From: Community Gaming Grants MUNI:EX <CommunityGamingGrants@gov.bc.ca>
Sent: March 11, 2021 3:59 PM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>; Kopplin, Gloria MUNI:EX <Gloria.Kopplin@gov.bc.ca>
Subject: FW: Grant for Burnaby Fellowship Centre

From: Cameron Thomson <cameronjhthomson@gmail.com>
Sent: March 11, 2021 3:52 PM
To: Community Gaming Grants MUNI:EX <CommunityGamingGrants@gov.bc.ca>
Subject: Grant for Burnaby Fellowship Centre

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there,

I am a reporter for Burnaby Now and I'm writing a story about the Burnaby Fellowship Centre. The treasurer for the centre told me they applied for a community gaming grant in December 2020 but were denied. They sent a request for reconsideration but have received no response.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

If you could get back to me with a comment about this before 3 p.m. on Friday I would greatly appreciate it. You can also call me at any time to discuss further.

Thank you,

Cameron Thomson
604-808-5121

From: [Community Gaming Grants MUNI:EX](#)
To: [Pyatt, David E MUNI:EX](#); [Kopplin, Gloria MUNI:EX](#)
Subject: FW: Grant for Burnaby Fellowship Centre
Date: March 11, 2021 3:58:39 PM

From: Cameron Thomson <cameronjhthomson@gmail.com>
Sent: March 11, 2021 3:52 PM
To: Community Gaming Grants MUNI:EX <CommunityGamingGrants@gov.bc.ca>
Subject: Grant for Burnaby Fellowship Centre

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Thank you,

Cameron Thomson
604-808-5121

From: [Barb Fullerton](#)
To: [Chouhan.MLA, Raj LASS:EX](#)
Cc: [Pyatt, David E MUNI:EX](#)
Subject: Re: Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 9, 2021 4:30:58 PM

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Thank you for your help. We are trying to understand why we received the funding for 25 years.....we are still providing the same service to the community , absolutely nothing has changed....hopefully they change their decision.

Thank you again.

Sent from my iPhone

On Mar 9, 2021, at 4:10 PM, Chouhan.MLA, Raj
<Raj.Chouhan.MLA@leg.bc.ca> wrote:

Dear Barb Fullerton:

Thank you for your email of March 8, 2021, in support of the Burnaby Fellowship Centre Society (BFCS) in their request for reconsideration of their application to obtain a BC community gaming grant.

The Community Gaming Grants branch (CGG) has confirmed with my office that they are in receipt of BFCS's request for reconsideration. They received a request for reconsideration on October 14, 2020 and should have been provided a response by January 12, 2021 according to the published Guidelines. The branch deeply apologizes for the delay and will begin its review of the request immediately. BFCS will be notified in writing via email of CGG's decision.

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Thank you again for writing.

Sincerely,

Raj Chouhan

Raj Chouhan

Speaker

MLA for Burnaby-Edmonds

5234 Rumble Street, Burnaby V5J 2B6 | Ph: 604-660-7301

E-mail: Raj.Chouhan.mla@leg.bc.ca

Website: www.rajchouhan.ca

<image001.png>

pc: David Pyatt, A/Executive Director, Immigration and Strategic Planning Division,
Community Gaming Grants, Ministry of Municipal Affairs (David.Pyatt@gov.bc.ca)

From: Barb Fullerton **s.22**

Sent: March 8, 2021 2:04 PM

To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>

Subject: Re: Burnaby Fellowship Centre 7638 6th Street Burnaby

Thank you!!

Sent from my iPhone

On Mar 8, 2021, at 11:38 AM, Chouhan.MLA, Raj
<Raj.Chouhan.MLA@leg.bc.ca> wrote:

Dear Barb,

Thank you kindly for reaching out and I'm sorry to hear that you did not receive the community gaming grant this year.

We will reach out to see where they are at in the appeal process and we will also reach out to the Ministry of Mental Health and Addictions with concerns over the possible closure of Burnaby Fellowship.

Best,

Amber Keane (she/her/hers) | Constituency Assistant to

Raj Chouhan, Speaker

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-----Original Message-----

From: Barb Fullerton [s.22](#)

Sent: March 7, 2021 3:40 PM

To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>

Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

Dear Mr Chouhan

my name is Barb Fullerton and I am a board member for the Burnaby Fellowship. We received a letter from you 14 months or so ago congratulating us on our Provincial Funding and thanking us for all we do to help in the community.

We need help and dont know where to turn. We rent space at 7638 6th street where we offer 15 12 step meetings every week. We moved to this location 7 years ago from Hastings Street where we had been since 1976. We have relied on and received Community Game grant money for as long as i have been involved (26 years) and longer. This year we were denied and appealed and ask them to reconsider our application. We believe our Fellowship and meetings that meet there are an essential service....given the addiction crisis in this province right now. We have asked to be reconsidered because of the service we provide to the community....that was Oct 17/20 and we still have not received an answer. We are now in a position where we need to close our doors after more than 40 years of supporting those people in our community seeking recovery from drug and alchohol addiction. Can u help us? Can u put in a good word for us? Can u find out why they are taking so long to respond

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s.22

Sent from my iPhone

From: [Pyatt, David E MUNI:EX](#)
To: [Idczak, Julie J MUNI:EX](#)
Cc: [Mahon, Denise MUNI:EX](#); [Higginbotham, Amy MUNI:EX](#)
Subject: FW: Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 9, 2021 4:12:00 PM
Attachments: [image001.png](#)

Hi Julie,

Please file when you have time.

David

From: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>
Sent: March 9, 2021 4:11 PM
To: Barb Fullerton s.22
Cc: Pyatt, David E MAH:EX <David.Pyatt@gov.bc.ca>
Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby

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Thank you again for writing.

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Speaker

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E-mail: Raj.Chouhan.mla@leg.bc.ca

Website: www.rajchouhan.ca



pc: David Pyatt, A/Executive Director, Immigration and Strategic Planning Division, Community Gaming Grants, Ministry of Municipal Affairs (David.Pyatt@gov.bc.ca)

From: Barb Fullerton s.22

Sent: March 8, 2021 2:04 PM

To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>

Subject: Re: Burnaby Fellowship Centre 7638 6th Street Burnaby

Thank you!!

Sent from my iPhone

On Mar 8, 2021, at 11:38 AM, Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca> wrote:

Dear Barb,

Thank you kindly for reaching out and I'm sorry to hear that you did not receive the community gaming grant this year.

We will reach out to see where they are at in the appeal process and we will also reach out to the Ministry of Mental Health and Addictions with concerns over the possible closure of Burnaby Fellowship.

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Sent: March 7, 2021 3:40 PM
To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>
Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

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From: [Chouhan, MLA, Raj LASS:EX](#)
To: [Barb Fullerton](#)
Cc: [Pyatt, David E MUNI:EX](#)
Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 9, 2021 4:10:59 PM
Attachments: [image001.png](#)

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E-mail: Raj.Chouhan.mla@leg.bc.ca

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pc: David Pyatt, A/Executive Director, Immigration and Strategic Planning Division, Community Gaming Grants, Ministry of Municipal Affairs (David.Pyatt@gov.bc.ca)

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Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

Dear Mr Chouhan

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Sincerely

Barb Fullerton

[s.22](#)

Sent from my iPhone

From: [Thomson, Lia MUNI:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Subject: RE: REVISED | Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 9, 2021 3:17:14 PM
Attachments: [image001.png](#)
[image002.png](#)

Hi David,

Thank you – all received. I will be in touch should the DMO or MO have any questions.

Lia

From: Pyatt, David E MAH:EX <David.Pyatt@gov.bc.ca>
Sent: March 9, 2021 2:53 PM
To: Thomson, Lia MAH:EX <Lia.Thomson@gov.bc.ca>
Subject: RE: REVISED | Burnaby Fellowship Centre 7638 6th Street Burnaby
Importance: High

Hello Lia,

Attached is a draft response. I have not addressed it as I do not know if it should go to MLA Chouhan or the Constituency Assistant.

s.13

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From: Thomson, Lia MAH:EX <Lia.Thomson@gov.bc.ca>
Sent: March 8, 2021 3:22 PM
To: Pyatt, David E MAH:EX <David.Pyatt@gov.bc.ca>; Higginbotham, Amy MAH:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MAH:EX <Denise.Mahon@gov.bc.ca>
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Executive Coordinator | Deputy Minister's Office | Ministry of Municipal Affairs
Office (250) 387-0752 Cell (250) 507-6658

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Date: March 9, 2021 2:52:00 PM
Attachments: [BFCS Draft.docx](#)
[image001.png](#)
[image002.png](#)
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Sent from my iPhone



[Date]

Ref: XXXXXX

[e/Mailing Address]

Dear:

Thank you for your email of March 8, 2021, in support of the Burnaby Fellowship Centre Society (BFCS) in their request for reconsideration of their application obtain a BC community gaming grant.

The Community Gaming Grants branch (CGG) has confirmed with my office that they are in receipt of BFCS's request for reconsideration. They received a request for reconsideration on October 14, 2020 and should have been provided a response by January 12, 2021 according to the published Guidelines. The branch deeply apologizes for the delay and will begin its review of the request immediately. BFCS will be notified in writing via email of CGG's decision.

For your information, an organization may request that the Branch reconsider its decision regarding an application for a Community Gaming Grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application. New information or documentation that substantively changes the original application is not admissible in the reconsideration request. The Executive Director of the CGG will conduct a thorough review to ensure that the Branch's procedures, rules and conditions were applied fairly and properly and to decide whether to vary or uphold the original decision. The Executive Director will send written notification of the decision, which will be the final step for that application.

Thank you again for writing.

Sincerely,

Josie Osborne
Minister

Enclosure

pc: [First Name Last Name, Title, Branch, Ministry]

[First Name] [Last Name]

Page 2

David Pyatt, A/ Executive Director, Immigration and Strategic Planning Division, Community Gaming Grants

bpc: [internal use only, should be avoided. Put on separate page from letter if included.]

From: [Pyatt, David E MUNI:EX](#)
To: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: FW: REVISED | Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 8, 2021 4:47:00 PM
Attachments: [image001.png](#)
[image002.png](#)

Hi,

Let me prepare the draft. There is a recon on file though a response was due in January. There is no record of them contacting the branch subsequently.

David

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From: [Pyatt, David E MUNI:EX](#)
To: [Mahon, Denise MUNI:EX](#)
Subject: FW: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 16, 2021 3:26:00 PM
Importance: High

FYI

From: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Sent: March 14, 2021 10:17 AM
To: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Cc: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>; Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: Re: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

Yes the application is under reconsideration.

Tania,

I'm not sure which version we are at now. The version below at 10:24am looks good.

David P.

David Pyatt, CPA, CGA, CFE
Director, Grants
Community Supports Division

Know Your Limit play Within It

Sent from my iPhone

On Mar 13, 2021, at 5:00 PM, Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca> wrote:

Thanks Tamara. Yes David reviewed but there have been edits since then.

Tania

Tania Venn
250-208-6183

On Mar 13, 2021, at 15:40, Romanova, Tamara MUNI:EX
<Tamara.Romanova@gov.bc.ca> wrote:

Hi Dave – I assume you have drafted or reviewed the recommended response – see below – can you please confirm? Is this application indeed under re-consideration?

Note the deadline to the MO **by Monday morning**.

Hi Tania – once David confirms, good to go, I do not have comments.

Thank you,

Tamara

From: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Sent: March 13, 2021 10:24 AM
To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Importance: High

Hi Tamara,

MO wanted to see an early version of this, and have made additional recommendations. Here is where we've landed. Please can you review this version?

Thanks,

Tania

Recommended response:

Each year, approximately 5,000 organizations received \$140 million in Community Gaming Grants, supporting community services for people in every corner of the province.

Burnaby Fellowship Centre Society's application is under reconsideration, and ministry staff are available to support and work with the applicant.

While we cannot comment on the merits of specific applications, applicants must provide a complete application and their annual financial information; must demonstrate that the organization provides programs that directly benefit the community; and must

have a membership that is inclusive and open to anyone with an interest in the organization.

Prior to applying, applicants are encouraged to review the Program Guidelines and Conditions to ensure that they understand all eligibility requirements and conditions for receiving a grant. Ministry staff are available to support and guide organizations through the application process and are available to answer questions.

Tania Venn

Communications Manager | Ministry of Municipal Affairs
Government Communications & Public Engagement
Office: 778.698.9499 | Mobile: 250.208.6183 | Email:
tania.venn@gov.bc.ca

From: Venn, Tania GCPE:EX
Sent: March 13, 2021 9:37 AM
To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

I'm the new Communications Manager here. Nice to meet you virtually! Here is a media request we received yesterday that is due Monday first thing, so I'm having to get approvals over the weekend. I believe Melanie Kilpatrick gave you a heads up it's coming? Please can you review and let me know if the response is accurate? **s.13**

s.13

Thank you,

Tania

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com

Deadline Monday, March 15 - 9am

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 5 p.m. on Friday. (updated)

Background for MO:

On August 13, 2020, the Burnaby Fellowship Centre submitted a grant application for a Community Gaming Grant (Human and Social Services sector). On Sept. 17, 2020 their application was declined. On Oct. 14, 2020, the organization filed for a reconsideration of their grant application. Having not had a response from the ministry, on March 7, 2021, the organization sent a letter to MLA Raj Chouhan requesting his office's support. MLA Chouhan's office sent the request to the Minister's Office, who forwarded it to the Community Gaming Branch. The branch drafted a response and sent it back to the Minister's Office, who forwarded it on to MLA Chouhan. On March 9th, MLA Chouhan sent the branch's letter of response to the organization. The letter included confirmation that the branch received the request for reconsideration, an apology for the delay in responding, and also informed the organization that the branch was immediately beginning a review of the application.

The Burnaby Fellowship Centre Society has received \$811, 694.81 in grants since 2008, which includes \$400,000 in Community Gaming Grants in the Human and Social Services sector.

Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

- The organization's program was found to be ineligible for a grant because it did not directly provide services to clients. Rather, it provided a meeting space for other organizations to provide their programs. In order to be eligible for grant funding, organizations must

deliver programs or services directly.

- The organization also provided incomplete information in their application, so the Community Gaming Grant branch did not find eligible program activities that could be funded.
- The organization did not provide their financial information as required outlined in the guidelines for eligibility.
- On Dec. 19, 2019, the organization was sent a letter from the Community Gaming Grants branch informing them that this was their final year (2019/20) of funding for the organization's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
- As part of the letter outlining the reasons for not receiving grant funding, they were told that if they had any questions, they could reach ministry staff at the contact info provided.
- And organization may request that the Community Gaming Grants branch reconsider its decision regarding an application for a grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application

Recommendation – to go on background from ministry:

s.13

Tania Venn

Communications Manager | Ministry of Municipal Affairs

Government Communications & Public Engagement

Office: 778.698.9499 | Mobile: 250.208.6183 | Email:

tania.venn@gov.bc.ca

From: [Rorison, Trish GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Kilpatrick, Melanie GCPE:EX](#); [Venn, Tania GCPE:EX](#)
Subject: KM CGG Burnaby Fellowship DRAFT
Date: March 16, 2021 5:25:00 PM
Attachments: [KM CGG Burnaby Fellowship DRAFT.docx](#)

Hi David – some key messages I can share with MO if they work for you. Want to make sure the facts are accurate then I'll share with Tamara.

Trish

From: [Pyatt, David E MUNI:EX](#)
To: [Rorison, Trish GCPE:EX](#)
Cc: [Kilpatrick, Melanie GCPE:EX](#); [Venn, Tania GCPE:EX](#)
Subject: RE: KM CGG Burnaby Fellowship DRAFT
Date: March 16, 2021 5:34:00 PM
Attachments: [KM CGG Burnaby Fellowship DRAFT v2.docx](#)

Hi,

A little tweak without hopefully complicating it. Each notification letter provides an email address and telephone number to the branch to answer questions.

Regards,

David

From: Rorison, Trish GCPE:EX <Trish.Rorison@gov.bc.ca>
Sent: March 16, 2021 5:25 PM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>; Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
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To: [Pyatt, David E MUNI:EX](#)
Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 15, 2021 11:38:32 AM
Attachments: [image001.png](#)
[image002.png](#)

Hi David,

Can you please share a copy of the letter once it goes out?

Thank you,

Kelly Brubacher

Executive Coordinator | Deputy Minister's Office | Ministry of Municipal Affairs
Office (250) 387-0752 Cell (250) 507-6658

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Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby

Thanks, can you share a copy of it with me? We had a media request about this, and its on MJO's radar so it would good to close the loop.

Lindsay

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Subject: FW: Burnaby Fellowship Centre 7638 6th Street Burnaby

Hi Lindsay,

Yes, that is correct. A second note from David confirming this below.

Thank you,

Kelly Brubacher

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Good morning Kelly.

The review will probably be complete by end of day Friday, March 19th.

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To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>

Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

Good morning David,

Could you please provide the information that Lindsay has highlighted in the draft letter of March 9?

Thank you,

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Lindsay

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Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby

Hi Lindsay,

Below is a draft response to the writer that the MLA's office may wish to send in letter form, or modify to reply via email.

To note, for your office: s.13
s.13

DRAFT RESPONSE:

March 9, 2021

Barb Fullerton
s.22

Dear Barb Fullerton:

Thank you for your email of March 8, 2021, in support of the Burnaby Fellowship Centre Society (BFCS) in their request for reconsideration of their application to obtain a BC community gaming grant.

The Community Gaming Grants branch (CGG) has confirmed with my office that they are in receipt of BFCS's request for reconsideration. They received a request for reconsideration on October 14, 2020 and should have been provided a response by January 12, 2021 according to the published Guidelines. The branch deeply apologizes for the delay and will begin its review of the request immediately. BFCS will be notified in writing via email of CGG's decision.

For your information, an organization may request that the Branch reconsider its decision regarding an application for a Community Gaming Grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application. New information or documentation that substantively changes the original application is not admissible in the reconsideration request. The Executive Director of the CGG will conduct a thorough review to ensure that the Branch's procedures, rules and conditions were applied fairly and properly and to decide whether to vary or uphold the original decision. The Executive Director will send written notification of the decision, which will be the final step for that application.

Thank you again for writing.

Sincerely,

Raj Chouhan, Speaker

MLA for Burnaby-Edmonds

pc: David Pyatt, A/Executive Director, Immigration and Strategic Planning Division, Community Gaming Grants, Ministry of Municipal Affairs (David.Pyatt@gov.bc.ca)

Thank you,

Kelly Brubacher

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From: Brubacher, Kelly MAH:EX

Sent: March 8, 2021 3:05 PM

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Cc: Hitchen, Daniel MAH:EX <Daniel.Hitchen@gov.bc.ca>; Nelson, Shirley D MAH:EX <Shirley.Nelson@gov.bc.ca>

Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby

Hi Lindsay,

Thanks for your email.

I've set a due date of March 15 latest for this request. We will not be replying directly to the constituent.

Thank you,

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Subject: FW: Burnaby Fellowship Centre 7638 6th Street Burnaby

Hi all,

Wondering if staff can look into this.

Let me know if it is easier for staff to reply to the constituent and loop back with me

Thanks,

Lindsay

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Sent: March 8, 2021 2:15 PM
To: Banh, Lindsay MUNI:EX <Lindsay.Banh@gov.bc.ca>
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Dear Lindsay,

s.22

Burnaby Fellowship has reached out to us in regards to the Gaming Grant they did not receive this year.

They tell us that they have appealed the decision however they have yet to hear back.

Is there any update or information you may be able to provide them?

Best,

Amber Keane (she/her/hers) | Constituency Assistant to

Raj Chouhan, Speaker

MLA for Burnaby-Edmonds

5234 Rumble Street, Burnaby V5J 2B6 | Ph: 604-660-7301

E-mail: Raj.Chouhan.mla@leg.bc.ca

Website: www.rajchouhan.ca



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-----Original Message-----

From: Barb Fullerton s.22

Sent: March 7, 2021 3:40 PM

To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>

Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

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We need help and dont know where to turn. We rent space at 7638 6th street where we offer 15 12 step meetings every week. We moved to this location 7 years ago from Hastings Street where we had been since 1976. We have relied on and received Community Game grant money for as long as i have been involved (26 years) and longer. This year we were denied and appealed and ask them to reconsider our application. We believe our Fellowship and meetings that meet there are an essential service....given the addiction crisis in this province right now. We have asked to be reconsidered because of the service we provide to the community....that was Oct 17/20 and we still have not received an answer. We are now in a position where we need to close our doors after more than 40 years of supporting those people in our community seeking recovery from drug and alchohol addiction. Can u help us? Can u put in a good word for us? Can u find out why they are taking so long to respond to our reconsideration request? We are in the middle of an opioid crisis in a pandemic and our community is panicking about the impending closure of the Burnaby Fellowship . Any help or suggestions u can offer would be greatly appreciated.

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To: [Pyatt, David E MUNI:EX](#)
Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 15, 2021 11:32:50 AM
Attachments: [image001.png](#)
[image002.png](#)

Thank you for confirming David.

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Cc: Nelson, Shirley D MUNI:EX <Shirley.Nelson@gov.bc.ca>; Hitchen, Daniel MUNI:EX <Daniel.Hitchen@gov.bc.ca>
Subject: FW: Burnaby Fellowship Centre 7638 6th Street Burnaby

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Please see David's response below.

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Executive Coordinator | Deputy Minister's Office | Ministry of Municipal Affairs

Office (250) 387-0752 Cell (250) 507-6658

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E-mail: Raj.Chouhan.mla@leg.bc.ca

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Date: March 15, 2021 11:26:42 AM
Attachments: [image001.png](#)
[image002.png](#)

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Thanks for checking.

I'm assuming the letter will be sent out shortly after?

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Sent from my iPhone

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Mahon, Denise MUNI:EX](#)
Subject: FYI: FINAL APPROVED Response: MUNI Media Request: Burnaby Fellowship Society
Date: March 15, 2021 10:56:13 AM

Reporter

Cameron Thomson, Reporter
Glacier Media
cameronjihthomson@gmail.com
604-808-5121

Deadline Monday, March 15 - 9am

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Background for MO:

On August 13, 2020, the Burnaby Fellowship Centre submitted a grant application for a Community Gaming Grant (Human and Social Services sector). On Sept. 17, 2020 their application was declined. On Oct. 14, 2020, the organization filed for a reconsideration of their grant application. Having not had a response from the ministry, on March 7, 2021, the organization sent a letter to MLA Raj Chouhan requesting his office's support. MLA Chouhan's office sent the request to the Minister's Office, who forwarded it to the Community Gaming Branch. The branch drafted a response and sent it back to the Minister's Office, who forwarded it on to MLA Chouhan. On March 9th, MLA Chouhan sent the branch's letter of response to the organization. The letter included confirmation that the branch received the request for reconsideration, an apology for the delay in responding, and also informed the organization that the branch was immediately beginning a review of the application.

The Burnaby Fellowship Centre Society has received \$811, 694.81 in grants since 2008, which includes \$400,000 in Community Gaming Grants in the Human and Social Services sector.

Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

- The organization's program was found to be ineligible for a grant because it did not directly provide services to clients. Rather, it provided a meeting space for other organizations to provide their programs. In order to be eligible for grant funding, organizations must deliver programs or services directly.

The organization also provided incomplete information in their application, so the Community Gaming Grant branch did not find eligible program activities that could be funded.

- The organization did not provide their financial information as required outlined in the guidelines for eligibility.
- On Dec. 19, 2019, the organization was sent a letter from the Community Gaming Grants branch informing them that this was their final year (2019/20) of funding for the organization's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
- As part of the letter outlining the reasons for not receiving grant funding, they were told that if they had any questions, they could reach ministry staff at the contact info provided.
- And organization may request that the Community Gaming Grants branch reconsider its decision regarding an application for a grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application

APPROVED Response – to go on background from ministry:

Each year, approximately 5,000 organizations receive \$140 million in Community Gaming Grants, supporting community services for people in every corner of the province.

Burnaby Fellowship Centre Society's application is under reconsideration, and ministry staff are available to support and work with the applicant.

While we cannot comment on the merits of specific applications, applicants must provide a complete application and their annual financial information; must demonstrate that the organization provides programs that directly benefit the community; and must have a membership that is inclusive and open to anyone with an interest in the organization.

Prior to applying, applicants are encouraged to review the Program Guidelines and Conditions to ensure that they understand all eligibility requirements and conditions for receiving a grant. Ministry staff are available to support and guide organizations through the application process and are available to answer questions.

Melanie Z Kilpatrick

Public Affairs Officer | Ministry of Municipal Affairs

P: 778-698-9176 | C: 250-920-6388

she/her

From: [Pyatt, David E MUNI:EX](#)
To: [Brubacher, Kelly MUNI:EX](#)
Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby
Date: March 15, 2021 10:27:00 AM
Attachments: [image001.png](#)
[image002.png](#)

Good morning Kelly.

The review will probably be complete by end of day Friday, March 19th.

David

From: Brubacher, Kelly MUNI:EX <Kelly.Brubacher@gov.bc.ca>
Sent: March 15, 2021 10:09 AM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

Good morning David,

Could you please provide the information that Lindsay has highlighted in the draft letter of March 9?

Thank you,

Kelly Brubacher

Executive Coordinator | Deputy Minister's Office | Ministry of Municipal Affairs
Office (250) 387-0752 Cell (250) 507-6658

From: Banh, Lindsay MUNI:EX <Lindsay.Banh@gov.bc.ca>
Sent: March 15, 2021 8:37 AM
To: Brubacher, Kelly MUNI:EX <Kelly.Brubacher@gov.bc.ca>
Cc: Hitchen, Daniel MUNI:EX <Daniel.Hitchen@gov.bc.ca>; Nelson, Shirley D MUNI:EX <Shirley.Nelson@gov.bc.ca>
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Hi Kelly,

Wondering if you could get me information on the timeline of when the constituent will be getting their decision from their appeal (highlighted).

Lindsay

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Cc: Hitchen, Daniel MAH:EX <Daniel.Hitchen@gov.bc.ca>; Nelson, Shirley D MAH:EX <Shirley.Nelson@gov.bc.ca>

Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby

Hi Lindsay,

Below is a draft response to the writer that the MLA's office may wish to send in letter form, or modify to reply via email.

To note, for your office: s.13

s.13

DRAFT RESPONSE:

March 9, 2021

Barb Fullerton

s.22

Dear Barb Fullerton:

Thank you for your email of March 8, 2021, in support of the Burnaby Fellowship Centre Society (BFCS) in their request for reconsideration of their application to obtain a BC community gaming grant.

The Community Gaming Grants branch (CGG) has confirmed with my office that they are in receipt of BFCS's request for reconsideration. They received a request for reconsideration on October 14, 2020 and should have been provided a response by January 12, 2021 according to the published Guidelines. The branch deeply apologizes for the delay and will begin its review of the request immediately. BFCS will be notified in writing via email of CGG's decision.

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Thank you again for writing.

Sincerely,

Raj Chouhan, Speaker
MLA for Burnaby-Edmonds

pc: David Pyatt, A/Executive Director, Immigration and Strategic Planning Division, Community Gaming Grants, Ministry of Municipal Affairs (David.Pyatt@gov.bc.ca)

Thank you,

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They tell us that they have appealed the decision however they have yet to hear back.

Is there any update or information you may be able to provide them?

Best,

Amber Keane (she/her/hers) | Constituency Assistant to

Raj Chouhan, Speaker

MLA for Burnaby-Edmonds

5234 Rumble Street, Burnaby V5J 2B6 | Ph: 604-660-7301

E-mail: Raj.Chouhan.mla@leg.bc.ca

Website: www.rajchouhan.ca



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Sent from my iPhone

From: [Romanova, Tamara MUNI:EX](#)
To: [Kilpatrick, Melanie GCPE:EX](#); [Pyatt, David E MUNI:EX](#); [Venn, Tania GCPE:EX](#)
Subject: RE: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 14, 2021 4:11:01 PM

Thank you all!

From: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Sent: March 14, 2021 10:30 AM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>; Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Cc: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Subject: RE: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Thanks David and Tamara,

MO has approved as well, so we are good to go.

Have a great day!
Melanie

From: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Sent: March 14, 2021 10:17 AM
To: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Cc: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>; Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: Re: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

Yes the application is under reconsideration.

Tania,

I'm not sure which version we are at now. The version below at 10:24am looks good.

David P.

David Pyatt, CPA, CGA, CFE
Director, Grants
Community Supports Division

Know Your Limit play Within It

Sent from my iPhone

On Mar 13, 2021, at 5:00 PM, Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca> wrote:

Thanks Tamara. Yes David reviewed but there have been edits since then.

Tania

Tania Venn
250-208-6183

On Mar 13, 2021, at 15:40, Romanova, Tamara MUNI:EX
<Tamara.Romanova@gov.bc.ca> wrote:

Hi Dave – I assume you have drafted or reviewed the recommended response – see below – can you please confirm? Is this application indeed under re-consideration?

Note the deadline to the MO **by Monday morning**.

Hi Tania – once David confirms, good to go, I do not have comments.

Thank you,

Tamara

From: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Sent: March 13, 2021 10:24 AM
To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Importance: High

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Recommended response:

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Communications Manager | Ministry of Municipal Affairs
Government Communications & Public Engagement
Office: 778.698.9499 | Mobile: 250.208.6183 | Email:
tania.venn@gov.bc.ca

From: Venn, Tania GCPE:EX
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To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
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Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

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Thank you,

Tania

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Monday, March 15 - 9am

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 5 p.m. on Friday. (updated)

Background for MO:

On August 13, 2020, the Burnaby Fellowship Centre submitted a grant application for a Community Gaming Grant (Human and Social Services sector). On Sept. 17, 2020 their application was declined. On Oct. 14, 2020, the organization filed for a reconsideration of their grant application. Having not had a response from the ministry, on March 7, 2021, the organization sent a letter to MLA Raj Chouhan requesting his office's support. MLA Chouhan's office sent the request to the Minister's Office, who forwarded it to the Community Gaming Branch. The branch drafted a response and sent it back to the Minister's Office, who forwarded it on to MLA Chouhan. On March 9th, MLA Chouhan sent the branch's letter of response to the organization. The letter included confirmation that the branch received the request for reconsideration, an apology for the delay in

responding, and also informed the organization that the branch was immediately beginning a review of the application.

The Burnaby Fellowship Centre Society has received \$811, 694.81 in grants since 2008, which includes \$400,000 in Community Gaming Grants in the Human and Social Services sector.

Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

- The organization's program was found to be ineligible for a grant because it did not directly provide services to clients. Rather, it provided a meeting space for other organizations to provide their programs. In order to be eligible for grant funding, organizations must deliver programs or services directly.
- The organization also provided incomplete information in their application, so the Community Gaming Grant branch did not find eligible program activities that could be funded.
- The organization did not provide their financial information as required outlined in the guidelines for eligibility.
- On Dec. 19, 2019, the organization was sent a letter from the Community Gaming Grants branch informing them that this was their final year (2019/20) of funding for the organization's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
- As part of the letter outlining the reasons for not receiving grant funding, they were told that if they had any questions, they could reach ministry staff at the contact info provided.
- And organization may request that the Community Gaming Grants branch reconsider its decision regarding an application for a grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application

Recommendation – to go on background from ministry:

s.13

Tania Venn

Communications Manager | Ministry of Municipal Affairs

Government Communications & Public Engagement

Office: 778.698.9499 | Mobile: 250.208.6183 | Email:

tania.venn@gov.bc.ca

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Cc: [Romanova, Tamara MUNI:EX](#); [Kilpatrick, Melanie GCPE:EX](#)
Subject: Re: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 14, 2021 10:16:32 AM

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regarding this item in past years, so they were denied a grant in 2020.

- As part of the letter outlining the reasons for not receiving grant funding, they were told that if they had any questions, they could reach ministry staff at the contact info provided.
- And organization may request that the Community Gaming Grants branch reconsider its decision regarding an application for a grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application

Recommendation – to go on background from ministry:

s.13

Tania Venn

Communications Manager | Ministry of Municipal Affairs
Government Communications & Public Engagement
Office: 778.698.9499 | Mobile: 250.208.6183 | Email:
tania.venn@gov.bc.ca

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#); [Venn, Tania GCPE:EX](#)
Cc: [Romanova, Tamara MUNI:EX](#)
Subject: RE: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 14, 2021 10:30:04 AM

Thanks David and Tamara,

MO has approved as well, so we are good to go.

Have a great day!

Melanie

From: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Sent: March 14, 2021 10:17 AM
To: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Cc: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>; Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: Re: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

Yes the application is under reconsideration.

Tania,

I'm not sure which version we are at now. The version below at 10:24am looks good.

David P.

David Pyatt, CPA, CGA, CFE
Director, Grants
Community Supports Division

Know Your Limit play Within It

Sent from my iPhone

On Mar 13, 2021, at 5:00 PM, Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca> wrote:

Thanks Tamara. Yes David reviewed but there have been edits since then.

Tania

Tania Venn
250-208-6183

On Mar 13, 2021, at 15:40, Romanova, Tamara MUNI:EX
<Tamara.Romanova@gov.bc.ca> wrote:

Hi Dave – I assume you have drafted or reviewed the recommended response – see below – can you please confirm? Is this application indeed under re-consideration?

Note the deadline to the MO **by Monday morning**.

Hi Tania – once David confirms, good to go, I do not have comments.

Thank you,

Tamara

From: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Sent: March 13, 2021 10:24 AM
To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Importance: High

Hi Tamara,

MO wanted to see an early version of this, and have made additional recommendations. Here is where we've landed. Please can you review this version?

Thanks,

Tania

Recommended response:

Each year, approximately 5,000 organizations received \$140 million in Community Gaming Grants, supporting community services for people in every corner of the province.

Burnaby Fellowship Centre Society's application is under reconsideration, and ministry staff are available to support and work

with the applicant.

While we cannot comment on the merits of specific applications, applicants must provide a complete application and their annual financial information; must demonstrate that the organization provides programs that directly benefit the community; and must have a membership that is inclusive and open to anyone with an interest in the organization.

Prior to applying, applicants are encouraged to review the Program Guidelines and Conditions to ensure that they understand all eligibility requirements and conditions for receiving a grant. Ministry staff are available to support and guide organizations through the application process and are available to answer questions.

Tania Venn

Communications Manager | Ministry of Municipal Affairs
Government Communications & Public Engagement
Office: 778.698.9499 | Mobile: 250.208.6183 | Email:
tania.venn@gov.bc.ca

From: Venn, Tania GCPE:EX
Sent: March 13, 2021 9:37 AM
To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

I'm the new Communications Manager here. Nice to meet you virtually! Here is a media request we received yesterday that is due Monday first thing, so I'm having to get approvals over the weekend. I believe Melanie Kilpatrick gave you a heads up it's coming? Please can you review and let me know if the response is accurate?^{s.13}

^{s.13}

Thank you,

Tania

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Monday, March 15 - 9am

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 5 p.m. on Friday. (updated)

Background for MO:

On August 13, 2020, the Burnaby Fellowship Centre submitted a grant application for a Community Gaming Grant (Human and Social Services sector). On Sept. 17, 2020 their application was declined. On Oct. 14, 2020, the organization filed for a reconsideration of their grant application. Having not had a response from the ministry, on March 7, 2021, the organization sent a letter to MLA Raj Chouhan requesting his office's support. MLA Chouhan's office sent the request to the Minister's Office, who forwarded it to the Community Gaming Branch. The branch drafted a response and sent it back to the Minister's Office, who forwarded it on to MLA Chouhan. On March 9th, MLA Chouhan sent the branch's letter of response to the organization. The letter included confirmation that the branch received the request for reconsideration, an apology for the delay in responding, and also informed the organization that the branch was immediately beginning a review of the application.

The Burnaby Fellowship Centre Society has received \$811, 694.81 in grants since 2008, which includes \$400,000 in Community Gaming Grants in the Human and Social Services sector.

Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

- The organization's program was found to be ineligible for a grant because it did not directly provide services to clients. Rather, it provided a meeting space for other organizations to provide their programs. In order to be eligible for grant funding, organizations must deliver programs or services directly.
- The organization also provided incomplete information in their application, so the Community Gaming Grant branch did not find eligible program activities that could be funded.
- The organization did not provide their financial information as required outlined in the guidelines for eligibility.
- On Dec. 19, 2019, the organization was sent a letter from the Community Gaming Grants branch informing them that this was their final year (2019/20) of funding for the organization's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
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Recommendation – to go on background from ministry:

s.13

Tania Venn

Communications Manager | Ministry of Municipal Affairs
Government Communications & Public Engagement
Office: 778.698.9499 | Mobile: 250.208.6183 | Email:
tania.venn@gov.bc.ca

From: [Venn, Tania GCPE:EX](#)
To: [Romanova, Tamara MUNI:EX](#)
Cc: [Pyatt, David E MUNI:EX](#); [Kilpatrick, Melanie GCPE:EX](#)
Subject: Re: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 13, 2021 5:00:28 PM

Thanks Tamara. Yes David reviewed but there have been edits since then.

Tania

Tania Venn
250-208-6183

On Mar 13, 2021, at 15:40, Romanova, Tamara MUNI:EX
<Tamara.Romanova@gov.bc.ca> wrote:

Hi Dave – I assume you have drafted or reviewed the recommended response – see below – can you please confirm? Is this application indeed under re-consideration? Note the deadline to the MO **by Monday morning**.

Hi Tania – once David confirms, good to go, I do not have comments.

Thank you,

Tamara

From: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Sent: March 13, 2021 10:24 AM
To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Importance: High

Hi Tamara,

MO wanted to see an early version of this, and have made additional recommendations. Here is where we've landed. Please can you review this version?

Thanks,

Tania

Recommended response:

Each year, approximately 5,000 organizations received \$140 million in Community Gaming Grants, supporting community services for people in every corner of the province.

Burnaby Fellowship Centre Society's application is under reconsideration, and ministry staff are available to support and work with the applicant.

While we cannot comment on the merits of specific applications, applicants must provide a complete application and their annual financial information; must demonstrate that the organization provides programs that directly benefit the community; and must have a membership that is inclusive and open to anyone with an interest in the organization.

Prior to applying, applicants are encouraged to review the Program Guidelines and Conditions to ensure that they understand all eligibility requirements and conditions for receiving a grant. Ministry staff are available to support and guide organizations through the application process and are available to answer questions.

Tania Venn

Communications Manager | Ministry of Municipal Affairs

Government Communications & Public Engagement

Office: 778.698.9499 | Mobile: 250.208.6183 | Email: tania.venn@gov.bc.ca

From: Venn, Tania GCPE:EX

Sent: March 13, 2021 9:37 AM

To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>

Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>

Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

I'm the new Communications Manager here. Nice to meet you virtually! Here is a media request we received yesterday that is due Monday first thing, so I'm having to get approvals over the weekend. I believe Melanie Kilpatrick gave you a heads up it's coming? Please can you review and let me know if the response is accurate? **s.13**

s.13

Thank you,

Tania

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Monday, March 15 - 9am

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 5 p.m. on Friday. (updated)

Background for MO:

On August 13, 2020, the Burnaby Fellowship Centre submitted a grant application for a Community Gaming Grant (Human and Social Services sector). On Sept. 17, 2020 their application was declined. On Oct. 14, 2020, the organization filed for a reconsideration of their grant application. Having not had a response from the ministry, on March 7, 2021, the organization sent a letter to MLA Raj Chouhan requesting his office's support. MLA Chouhan's office sent the request to the Minister's Office, who forwarded it to the Community Gaming Branch. The branch drafted a response and sent it back to the Minister's Office, who forwarded it on to MLA Chouhan. On March 9th, MLA Chouhan sent the branch's letter of response to the organization. The letter included confirmation that the branch received the request for reconsideration, an apology for the delay in responding, and also informed the organization that the branch was immediately beginning a review of the application.

The Burnaby Fellowship Centre Society has received \$811, 694.81 in grants since 2008, which includes \$400,000 in Community Gaming Grants in the Human and Social Services sector.

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- The organization's program was found to be ineligible for a grant because it did not directly provide services to clients. Rather, it provided a meeting space for other organizations to provide their programs. In order to be eligible for grant funding, organizations must deliver programs or services directly.
- The organization also provided incomplete information in their application, so the Community Gaming Grant branch did not find eligible program activities that could be funded.
- The organization did not provide their financial information as required outlined in the guidelines for eligibility.
- On Dec. 19, 2019, the organization was sent a letter from the Community Gaming Grants branch informing them that this was their final year (2019/20) of funding for the organization's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
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Recommendation – to go on background from ministry:

s.13

Tania Venn

Communications Manager | Ministry of Municipal Affairs

Government Communications & Public Engagement

Office: 778.698.9499 | Mobile: 250.208.6183 | Email: tania.venn@gov.bc.ca

From: [Romanova, Tamara MUNI:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Kilpatrick, Melanie GCPE:EX](#); [Venn, Tania GCPE:EX](#)
Subject: RE: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 13, 2021 3:40:44 PM

Hi Dave – I assume you have drafted or reviewed the recommended response – see below – can you please confirm? Is this application indeed under re-consideration?

Note the deadline to the MO **by Monday morning**.

Hi Tania – once David confirms, good to go, I do not have comments.

Thank you,

Tamara

From: Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca>
Sent: March 13, 2021 10:24 AM
To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>
Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Subject: UPDATED: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Importance: High

Hi Tamara,

MO wanted to see an early version of this, and have made additional recommendations. Here is where we've landed. Please can you review this version?

Thanks,

Tania

Recommended response:

Each year, approximately 5,000 organizations received \$140 million in Community Gaming Grants, supporting community services for people in every corner of the province.

Burnaby Fellowship Centre Society's application is under reconsideration, and ministry staff are available to support and work with the applicant.

While we cannot comment on the merits of specific applications, applicants must provide a complete application and their annual financial information; must demonstrate that the organization provides programs that directly benefit the community; and must have a membership that is inclusive and open to anyone with an interest in the organization.

Prior to applying, applicants are encouraged to review the Program Guidelines and Conditions to ensure that they understand all eligibility requirements and conditions for receiving a grant. Ministry staff are available to support and guide organizations through the application process and are available to answer questions.

Tania Venn

Communications Manager | Ministry of Municipal Affairs

Government Communications & Public Engagement

Office: 778.698.9499 | Mobile: 250.208.6183 | Email: tania.venn@gov.bc.ca

From: Venn, Tania GCPE:EX

Sent: March 13, 2021 9:37 AM

To: Romanova, Tamara MUNI:EX <Tamara.Romanova@gov.bc.ca>

Cc: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>

Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Tamara,

I'm the new Communications Manager here. Nice to meet you virtually! Here is a media request we received yesterday that is due Monday first thing, so I'm having to get approvals over the weekend. I believe Melanie Kilpatrick gave you a heads up it's coming? Please can you review and let me know if the response is accurate? **s.13**

s.13

Thank you,

Tania

Reporter

Cameron Thomson, Reporter

Glacier FarmMedia Network

cameronjhthomson@gmail.com

604-808-5121

Deadline Monday, March 15 - 9am

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response

yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 5 p.m. on Friday. (updated)

Background for MO:

On August 13, 2020, the Burnaby Fellowship Centre submitted a grant application for a Community Gaming Grant (Human and Social Services sector). On Sept. 17, 2020 their application was declined. On Oct. 14, 2020, the organization filed for a reconsideration of their grant application. Having not had a response from the ministry, on March 7, 2021, the organization sent a letter to MLA Raj Chouhan requesting his office's support. MLA Chouhan's office sent the request to the Minister's Office, who forwarded it to the Community Gaming Branch. The branch drafted a response and sent it back to the Minister's Office, who forwarded it on to MLA Chouhan. On March 9th, MLA Chouhan sent the branch's letter of response to the organization. The letter included confirmation that the branch received the request for reconsideration, an apology for the delay in responding, and also informed the organization that the branch was immediately beginning a review of the application.

The Burnaby Fellowship Centre Society has received \$811, 694.81 in grants since 2008, which includes \$400,000 in Community Gaming Grants in the Human and Social Services sector.

Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

- The organization's program was found to be ineligible for a grant because it did not directly provide services to clients. Rather, it provided a meeting space for other organizations to provide their programs. In order to be eligible for grant funding, organizations must deliver programs or services directly.
- The organization also provided incomplete information in their application, so the Community Gaming Grant branch did not find eligible program activities that could be funded.
- The organization did not provide their financial information as required outlined in the guidelines for eligibility.
- On Dec. 19, 2019, the organization was sent a letter from the Community Gaming Grants branch informing them that this was their final year (2019/20) of funding for the organization's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
- As part of the letter outlining the reasons for not receiving grant funding, they were told that if they had any questions, they could reach ministry staff at the contact info provided.
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Recommendation – to go on background from ministry:

s.13

Tania Venn

Communications Manager | Ministry of Municipal Affairs

Government Communications & Public Engagement

Office: 778.698.9499 | Mobile: 250.208.6183 | Email: tania.venn@gov.bc.ca

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 3:13:21 PM

David, some more background and info for the response are required below if you could add that.
Thank you!

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Friday, March 12 5 p.m.

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 5 p.m. on Friday.

Background for MO:

(when was the request to reconsider the grant application decision received? Have we – ministry – responded? Did we do that before the MLA letter? Or have we?)

The organization submitted a grant application for (xx sector) on August 2020, and were declined for a grant Sept. 2020. The organization filed for a reconsideration of the grant application on October 14th, 2020. The branch had not yet responded to the reconsideration due to high volumes processing applications.

A letter outlining a request to ask MUNI for a response to grant application reconsideration was received by MLA Raj Chouhan's office on March 7th, and a response, based on supporting info from ministry staff, was sent to the organization's on March 9th. The letter included (what info?)

CGG last communicated with the organization on (date? Or when the notice to say they didn't receive the grant was sent?).

Burnaby Fellowship Centre Society has received \$811, 694.81 in the form of grants since 2008 which

includes \$400,000 in Community Gaming Grants (what sector in CGG and when was that provided?).

Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

- This program is ineligible for grants because it did not directly provide services to clients. It primarily provided a meeting space for other organizations to deliver their own supports (what supports?). In order to be eligible for grant funding, organizations must deliver programs or services directly.
- Organization provided a brief program description; unable to assess eligibility of other program activities (not sure what this means)
- The organization did not provide their financials for (how long is required for grant consideration?) which is a requirement for funding.
- The organization were informed in a letter from the Community Gaming Grants branch dated Dec. 19, 2019 - at the time of the most recent funding - that this round of funding would be the final year of funding for the org's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
- As part of the letter outlining the reasons for not receiving grant funding, they were told that if they had any questions, they could reach ministry staff at the contact info provided.
- An organization may request that the Community Gaming Grants branch reconsider its decision regarding an application for a grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application.

Recommendation – to go on background from ministry:

s.13

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: RE: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 2:32:30 PM

Hi, I have found March 8th, from the correspondence from the MLA and added it to the response. So I'm sending it on for reviews.

Thanks!

From: Kilpatrick, Melanie GCPE:EX
Sent: March 12, 2021 2:14 PM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Cc: Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>
Subject: RE: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Thanks David – I don't see the date below we received the request for reconsideration from the org, can you provide that?

From: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Sent: March 12, 2021 2:08 PM
To: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Cc: Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>
Subject: RE: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi Melanie,

- The request date is now noted.
- The grants application language is fine.
- CGG has not communicated directly with BFCS because they have not contacted the branch since the request letter was submitted. MLA Chouhan contacted the Ministry on their behalf and supplied a response to the BFCS.

David

From: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Sent: March 12, 2021 1:59 PM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Cc: Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>
Subject: FW: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Importance: High

Hi David,

Just a couple areas highlighted in the response below for review and addition. Thanks!

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Friday, March 12, 2021 3:00 PM

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 3 p.m. on Friday.

Background for MO:

- MLA Raj Chouhan responded to the organization's inquiry of their reconsideration response on March 9th, with information provided by the CGG branch.
- Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:
 - This program is ineligible for grants as it appears to primarily provide a meeting space venue for other organizations to deliver their own programming
 - Organization provided a brief program description; unable to assess eligibility of other program activities
 - Program actuals (financial information) not submitted
 - The organization were informed in a letter from the Community Gaming Grants branch dated Dec. 19, 2019 that this would be the final year of funding for the org's Recovery Support Program. The organization's information provided to CGG shows that they do not deliver the program for the grant, but only provide a venue. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020. Organizations that provide only a venue are not eligible for a grant.
 - Burnaby Fellowship Centre Society has received \$811, 694.81 in the form of grants since 2008 which includes \$400,000 from the current Community Gaming Grants program which

started in 2010/11 fiscal.

Recommendation – to go on background from ministry:

s.13

From: [Pyatt, David E MUNI:EX](#)
To: [Kilpatrick, Melanie GCPE:EX](#)
Subject: RE: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 3:31:00 PM

From: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Sent: March 12, 2021 3:13 PM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Cc: Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>
Subject: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

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Thank you!

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A letter outlining a request to ask MUNI for a response to grant application reconsideration was received by MLA Raj Chouhan's office on March 7th, and a response, based on supporting info from ministry staff, was sent to the organization's on March 9th. The letter included (what info?)

CGG last communicated with the organization on September 17, 2020.(date? Or when the notice to say they didn't receive the grant was sent?yes).

Burnaby Fellowship Centre Society has received \$811, 694.81 in the form of grants since 2008 which includes \$400,000 in Community Gaming Grants (what sector in CGG Human and Social Services and when was that provided? What? Since 2008).

Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

- This program is ineligible for grants because it did not directly provide services to clients. It primarily provided a meeting space for other organizations to deliver their own supports (what supports? Other groups-Centre provides daily meeting space to several 12-step groups in the area;) . In order to be eligible for grant funding, organizations must deliver programs or services directly.
- Organization provided a brief program description; unable to assess eligibility of other program activities (not sure what this means CGG could not tell what it is they are truly delivering if anything)
- The organization did not provide their financials for (how long is required for grant consideration? A decision was made according to the Guidelines which lay out eligibility.) which is a requirement for funding.
- The organization were informed in a letter from the Community Gaming Grants branch dated Dec. 19, 2019 - at the time of the most recent funding - that this round of funding would be the final year of funding for the org's Recovery Support Program. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020.
- As part of the letter outlining the reasons for not receiving grant funding, they were told that if they had any questions, they could reach ministry staff at the contact info provided.
- An organization may request that the Community Gaming Grants branch reconsider its decision regarding an application for a grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application.

Recommendation – to go on background from ministry:

s.13

From: [Pyatt, David E MUNI:EX](#)
To: [Kilpatrick, Melanie GCPE:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: RE: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 2:08:00 PM

Hi Melanie,

- The request date is now noted.
- The grants application language is fine.
- CGG has not communicated directly with BFCS because they have not contacted the branch since the request letter was submitted. MLA Chouhan contacted the Ministry on their behalf and supplied a response to the BFCS.

David

From: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Sent: March 12, 2021 1:59 PM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Cc: Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>
Subject: FW: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Importance: High

Hi David,

Just a couple areas highlighted in the response below for review and addition. Thanks!

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Friday, March 12, 2021 3:00 PM

Request

The reporter is writing a story about Burnaby Fellowship Centre. The treasurer for the centre said they applied for a Community Gaming Grant in December 2020 but were denied. The reporter would like to know what changed in the requirements, to be denied a grant.

The organization sent a request for reconsideration to Community Gaming Grants but have received no response. The reporter would like to know why they haven't received a response yet.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in

three months which would disrupt a community of recovering alcoholics and drug users.

Looking for a response before 3 p.m. on Friday.

Background for MO:

- MLA Raj Chouhan responded to the organization's inquiry of their reconsideration response on March 9th, with information provided by the CGG branch.
- Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:
 - This program is ineligible for grants as it appears to primarily provide a meeting space venue for other organizations to deliver their own programming
 - Organization provided a brief program description; unable to assess eligibility of other program activities
 - Program actuals (financial information) not submitted
 - The organization were informed in a letter from the Community Gaming Grants branch dated Dec. 19, 2019 that this would be the final year of funding for the org's Recovery Support Program. The organization's information provided to CGG shows that they do not deliver the program for the grant, but only provide a venue. The organization has failed to answer the branch's questions regarding this item in past years, so they were denied a grant in 2020. Organizations that provide only a venue are not eligible for a grant.
 - Burnaby Fellowship Centre Society has received \$811, 694.81 in the form of grants since 2008 which includes \$400,000 from the current Community Gaming Grants program which started in 2010/11 fiscal.

Recommendation – to go on background from ministry:

s.13

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: RE: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 2:14:04 PM

Thanks David – I don't see the date below we received the request for reconsideration from the org, can you provide that?

From: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>
Sent: March 12, 2021 2:08 PM
To: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Cc: Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>; Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>
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Subject: FW: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
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 - Burnaby Fellowship Centre Society has received \$811, 694.81 in the form of grants since 2008 which includes \$400,000 from the current Community Gaming Grants program which started in 2010/11 fiscal.

Recommendation – to go on background from ministry:

s.13

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#)
Cc: [Higginbotham, Amy MUNI:EX](#); [Mahon, Denise MUNI:EX](#)
Subject: FW: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 1:59:07 PM
Importance: High

Hi David,

Just a couple areas highlighted in the response below for review and addition. Thanks!

Reporter

Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Friday, March 12, 2021 3:00 PM

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answer the branch's questions regarding this item in past years, so they were denied a grant in 2020. Organizations that provide only a venue are not eligible for a grant.

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From: [Pyatt, David E MUNI:EX](#)
To: [Kilpatrick, Melanie GCPE:EX](#)
Cc: [Mahon, Denise MUNI:EX](#); [Higginbotham, Amy MUNI:EX](#)
Subject: RE: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 1:12:00 PM

Hi Melanie,

[from who?], All applicants receive a notification letter telling them the decision whether approved or denied and includes instructions or information related to their application.

and provided a final year funding warning to the Recovery Support Program as providing a venue for meeting space for other organizations to deliver their own programming is not considered an eligible program [I don't really know what this means – can you clarify?] The organization has been providing information which leads the branch to believe they do not deliver the program for which they receive a grant. As they failed to answer the branch's questions regarding this item in past years they were denied a grant in 2020. Only organizations that deliver a program can receive a grant. Organization that provide only a venue are not eligible for a grant.

Regards,

David

From: Kilpatrick, Melanie GCPE:EX <Melanie.Kilpatrick@gov.bc.ca>
Sent: March 12, 2021 12:00 PM
To: Pyatt, David E MUNI:EX <David.Pyatt@gov.bc.ca>; Higginbotham, Amy MUNI:EX <Amy.Higginbotham@gov.bc.ca>
Cc: Mahon, Denise MUNI:EX <Denise.Mahon@gov.bc.ca>
Subject: Re: For REVIEW: MUNI Media Request: Burnaby Fellowship Society

Hi David,

Could you take a look at the edits below and fill in any info needed?

Mel Kilpatrick
Ministry of Municipal Affairs

On Mar 12, 2021, at 11:42 AM, Venn, Tania GCPE:EX <Tania.Venn@gov.bc.ca> wrote:

Thanks Melanie, my edits are below, as well as a highlighted (green) section in the MO background for further clarification.

Tania

Tania Venn

Communications Manager | Ministry of Municipal Affairs
Government Communications & Public Engagement

Office: 778.698.9499 | Mobile: 250.208.6183 | Email: tania.venn@gov.bc.ca
Cameron Thomson, Reporter
Glacier FarmMedia Network
cameronjhthomson@gmail.com
604-808-5121

Deadline Friday, March 12, 2021 3:00 PM

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 - Program actuals (financial information) not submitted
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Recommendation – to go on background from ministry:

s.13

From: [Kilpatrick, Melanie GCPE:EX](#)
To: [Pyatt, David E MUNI:EX](#); [Higginbotham, Amy MUNI:EX](#)
Cc: [Mahon, Denise MUNI:EX](#)
Subject: Re: For REVIEW: MUNI Media Request: Burnaby Fellowship Society
Date: March 12, 2021 11:59:50 AM

Hi David,

Could you take a look at the edits below and fill in any info needed?

Mel Kilpatrick
Ministry of Municipal Affairs

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<Tania.Venn@gov.bc.ca> wrote:

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Tania

Tania Venn

Communications Manager | Ministry of Municipal Affairs
Government Communications & Public Engagement
Office: 778.698.9499 | Mobile: 250.208.6183 | Email: tania.venn@gov.bc.ca

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Deadline Friday, March 12, 2021 3:00 PM

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Background for MO:

<!--[if !supportLists]-->• <!--[endif]-->MLA Raj Chouhan responded to the organization's inquiry of their reconsideration response on March 9th, with information provided by the CGG branch.

<!--[if !supportLists]-->• <!--[endif]-->Background on Burnaby Fellowship Centre Society's grant denial/reconsideration:

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Recommendation – to go on background from ministry:

s.13



17-Sep-2020

Application Type: Community Gaming Grant

Application No: **s.15**

L+G File No: **s.15**

Officer(s) Responsible: Barb Fullerton
Mike Betcher

Burnaby Fellowship Centre Society
7638 Sixth Street
Burnaby BC
V3N 3M5

Dear Barb Fullerton,

Thank you for your application for a Community Gaming Grant. The services that you are providing to British Columbians are highly valued and appreciated.

I regret to inform you that your request for funding has been denied and your organization has not been awarded a grant this year.

In assessing your application, consideration was given to how well your application met the program guidelines as well as your demonstrated financial need and the level of available funding. Analysts in the Community Gaming Grant branch work very hard to adjudicate each application fairly within this context.

In order to be successful in future applications, it is strongly recommended that you take steps to address the following issues with your application:

- Program - Ineligible Program: Guideline 4 states, in part, that a program is defined as a service, activity or series of related activities that is delivered on an ongoing basis and which meets the needs of the community. In addition, Guideline 4.1 states, in part, that a program may be eligible if it is directly delivered by the applicant organization and the applicant organization is responsible for program expenditures.
- Program - Ineligible Program: Our letter dated December 19, 2019 provided a final year funding warning to the Recovery Support Program as providing a venue for meeting space for other organizations to deliver their own programming is not considered an eligible

program. The letter further advised that, if reapplying for a grant, the next application must only be for programming and activities directly delivered by the organization. The program description submitted with this application states daily recovery meetings are provided by Burnaby Fellowship Centre, but additional information was not included on how these recovery meetings are delivered or by whom. A review of the organization's website indicates the Centre provides daily meeting space to several 12-step groups in the area; however, provision of a venue does not meet the definition of a program. Based on the information provided it is still unclear if the Centre is responsible for the direct delivery of any of the daily recovery support meetings or if the Centre simply provides a venue for other organizations to deliver this programming, and therefore, funding cannot be provided.

- Program - Other: Further to the above, the information submitted about the additional activities offered in the program such as providing information on detox/treatment, mental health first aid courses and sober karaoke nights was brief and did not provide enough detail to assess the eligibility of these activities. If reapplying in future, additional information is required on program activities that have been directly delivered by the organization in the last 12 months, how program activities were delivered and by whom, who participated, how many participated, the frequency of the activities, the cost to participate, etc.
- Program - Other: Guideline 4.3 states, in part, that applicants must submit a program revenue and expense statement (program actuals) for the previous fiscal year (i.e. the most recently completed fiscal year) and a program budget for the current fiscal year. The Branch reviews each program's previous fiscal year revenue and expense statement (program actuals) and current fiscal year budget to assess program financial eligibility. Our letter dated December 19, 2019 requested that separate financial information, specific to the programming applied for (and excluding costs related to the provision of a venue) be included with this application. Financial information was submitted for the organization as a whole; however, separate program financials were not submitted as required, and without them the Branch was unable to complete an assessment of the program's financial eligibility.

The following additional comment(s) are for information only or instructions for your next application:

- **Reporting - Other:** Information regarding any changes to your programming should be included in Section 9 of the Gaming Account Summary Report (GASR). Please note if your organization was unable to disburse the grant funds within the 12-month timeframe due to COVID-19 related restrictions and include in this section: a description of any postponements or cancellations, the reason(s) for any funds being held beyond 12 months, the amount to be retained and the proposed purpose(s) and timeline for disbursement.

Since you have received community gaming grants in the past, it is important to know that you are still required to report on your use of gaming funds using the Gaming Account Summary Report (GASR). As you can appreciate, it is very important that we are able to demonstrate that public funds are being used appropriately and for the purpose they were intended. To make the submission of your annual GASR as straightforward as possible, it can now be submitted any time after your fiscal year end or with your next community gaming grant application. If you choose to submit a GASR with your next application, it can be uploaded in any field in the online form. GASR forms can be found here: <https://www.gaming.gov.bc.ca/grants/forms-guidelines.htm>. Please do not hesitate to contact the Community Gaming Grants program if you have any questions about your GASR.

The Community Gaming Grants program operates on an annual funding cycle and applications are assessed on their own merit and in the context of available funding each year. As such, if you are able to address the reasons for your denial over the course of the next year or your organizational circumstances change, it is possible that your organization/programming will become eligible for funding in the future.

If you believe an error has been made in assessing your application, you may request a reconsideration. Please provide the branch with your reasons for requesting a review within 30 days of your receipt of this notification.

I would like to take this opportunity to thank you, your staff and volunteers for the work that you do to support your community.

If you have any questions about your grant, please do not hesitate to contact program staff at CommunityGamingGrants@gov.bc.ca or (250) 356-1081.

Executive Director



Know your limit, play within it.

Community Gaming Grants Branch
Ministry of Municipal Affairs and Housing

Application Confirmation and Summary

Application type:	Community Gaming Grant Application (Regular)
Applicant:	Burnaby Fellowship Centre Society
Application ID:	s.15
Application received date:	13-Aug-2020
Branch:	Community Gaming Grants Branch Community and Legislative Services Division

Thank You for Your Application

Emailing supporting documents (only required if "Email" was chosen for any supporting documents):

If you indicated in your application that you will "email" specific supporting documents, please send only those documents (you do not need to send this Application Confirmation and Summary or any other documents). Be sure to indicate your organization name and Licencing & Gaming (L&G) file number (if available), as well as the application ID. The required supporting documentation must be received by the Branch by email within two weeks of the date the application was submitted online. If any required supporting documents are not received within the two-week timeframe, the application may not be considered.

E-mail:

CommunityGamingGrants@gov.bc.ca

Application status information is available at:

<https://www.gaming.gov.bc.ca/gaming/report/WebReports.do> (see "Community Gaming Grants")

Branch contact information and additional gaming grant information is available at:

<http://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants>

1. Organization Information

Organization

Organization name:	Burnaby Fellowship Centre Society
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Addresses

Address type:	Effective date:	Address:
Physical	10-Aug-2015	7638 Sixth Street Burnaby, British Columbia V3N 3M5

Organization Details

BC society number:	S/15126
Date organization started operating (approx):	31-Oct-1979
Fiscal year-end (month / day):	October 31

Organization Information Changes

Change comments:	Not provided.
Organization information change attachments:	The following electronic files were attached: File #1: recon_s.15_burnaby_fellowship_centre_society.pdf File #2: funding_2020_attach.pdf File #3: s.15_2020_cgg_internal_worksheet_regular.docx File #4: bf_letter_reconsideration_application_s.15.pdf File #5: cgg_internal_recon_checklist_lg_s.15_burnaby_fellowship_centre_society.pdf

Sector Details

Sector:	Human and Social Services
Indigenous organization:	No
Organization limits access:	No

Constitution and Bylaws

Have there been changes to your constitution and bylaws since your last approved grant application:	Yes
-----------------------------------------------------------------------------------------------------	-----

Constitution and bylaws information:

The following electronic files were attached:
File #1: bfcs_bylaws.pdf

Membership and Governance Structure

Number of eligible voting members:

45

Number of board members:

5

Board of Directors

Have there been any changes to your board of directors since your last approved grant application:

Yes

Board of directors information:

The following electronic files were attached:
File #1: bfcs_2020_april_directors.pdf

Annual General Meeting Details

Date of last annual general meeting:

16-May-2020

Number of voting members that attended last annual general meeting:

13

Minutes from the last annual general meeting:

The following electronic files were attached:
File #1: bfcs_2020_agm_minutes.pdf

Organization Financial Statements

Financial statements:

The following electronic files were attached:
File #1: bfcs_2019_financial_statements.pdf

Gaming Account

Gaming account information:

On file with the Gaming Policy and Enforcement Branch (GPEB) and there are no changes.

2. Program Information

Program: Recovery support

Program name:	Recovery support
Subsector:	Mental Health, Addictions
Program description:	Activities delivered include: 1) Daily recovery meetings for those seeking recovery and support from addiction with an average weekly attendance of 408 people, provided by Burnaby Fellowship Centre Society. 2) Provide information to those seeking detox or treatment. 3) Open and staffed from 9:30am to 9:30pm daily, providing a safe space and information to those needing immediate support in their quest for recovery from their addictions. 4) Four times per year we offer a Mental Health First Aid Course to groups of 25 people. 5) Weekly karaoke nights to demonstrate positive social activity in sobriety. While the number of people is difficult to measure, the benefit of recovery for individuals suffering from addiction include: reunification and / or healing for families, re-entry into the workforce for employees. It is the community at large that benefits from the programs offered at Burnaby Fellowship Centre Society.
Program description attachments:	No attachments provided.
Outline of how your organization intends to deliver the program this year considering the COVID-19 pandemic:	BFCS are following the provincial guidelines for COVID-19 protocols limiting numbers, distance, sanitation, and contact tracing.
How long has organization delivered program:	Years: 41 Months: 0
Program revenue and expenses for previous fiscal year:	The following electronic files were attached: File #1: gaming_disbursements_to_october_2019.pdf
Program budget for current fiscal year:	The following electronic files were attached: File #1: bfcs_2020-21_gaming_budget.pdf
Requested amount:	s.17
Describe how the grant funds will be used to support this program:	Recovery support program to assist with costs for rent, utilities, and other eligible costs essential to the delivery of the programs.
Does this program primarily target or benefit Indigenous people?:	No
Does this program primarily benefit children and/or youth?:	No

Does this program primarily target or benefit people with disabilities?:	No
Number of people who will directly benefit from this program:	9700
Total number of registered participants in the program:	
Does this program have a day care / child care licence:	No

3. Submission Information and Delivery Method

Officers Responsible

Position:	Name and contact information:	Officer: (2 req'd)	Submitter: (1 req'd)	Contact: (1 req'd)
Treasurer	Barb Fullerton s.22 Business phone: s.22 Home phone: s.22 Cell phone: Email: s.22	Yes	Yes	Yes
Secretary	Mike Betcher s.22 Business phone: (604) 249-5008 Home phone: s.22 Cell phone: Email: s.22	Yes		

Delivery Method

Application results notification method:	Application results will be emailed to: s.22
------------------------------------------	-------------------------------------------------

4. Terms and Conditions

CONFIRMATION AND ACCEPTANCE:

My acceptance of this statement indicates that I confirm and acknowledge:

- I am a bona fide member of the organization (the "applicant") making this application, and my position, title or role within it is as indicated herein.
- I am authorized to complete and submit this application by and on behalf of the applicant.
- I confirm personally and on behalf of the applicant that all facts stated and information furnished in this application are complete and true.
- The applicant undertakes to comply with all provisions of the Criminal Code, the Gaming Control Act and the Gaming Control Regulation.
- The applicant undertakes to comply with all conditions, guidelines, rules and policies published by the Community Gaming Grants Branch and the Gaming Policy and Enforcement Branch ("GPEB") and all directives issued by the Community Gaming Grants Manager and/or General Manager, whether published or issued before or after the date of this application.
- The applicant understands and confirms that any publicly available materials and information concerning the Applicant's organization or program(s) may be consulted by the Community Gaming Grants Branch to assist with application assessment.
- The applicant understands and confirms that any information submitted herein may be disclosed by the Community Gaming Grants Branch and GPEB publicly, in compliance with the Freedom of Information and Protection of Privacy Act.

I/WE EXPRESSLY ACKNOWLEDGE THAT I/WE HAVE READ THIS APPLICATION AND UNDERSTAND THE RIGHTS, OBLIGATIONS, TERMS AND CONDITIONS SET FORTH HEREIN, AND BY CLICKING ON THE ACCEPT BUTTON EXPRESSLY CONSENT TO BE BOUND BY ITS TERMS AND CONDITIONS SET FORTH HEREIN.

I agree to the terms and conditions as stated above.

Page 153 of 224 to/à Page 162 of 224

Withheld pursuant to/removed as

s.21

BFCS Board of Directors April 20, 2020

President	David Bourassa s.22
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Secretary	Michael Betcher s.22
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Treasurer	Barb Fullerton s.22
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Director	Karen Harris s.22
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Director	Michael Collins s.22
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Page 164 of 224 to/à Page 194 of 224

Withheld pursuant to/removed as

s.21

2020 CGG Internal Regular Form Recommendation

Name of Organization:		Burnaby Fellowship Centre Society				Analyst:		Jackie M	
L&G File #	s.15	Fiscal Year End:	Oct 31	<input type="checkbox"/> Late	Operational Directive:	HSS-July 16		Date:	Aug 17/20
History and Funding Decision									
		Amount or Denial		+ One-time Additional		Reconsideration		CP Grant	
2017 <input checked="" type="checkbox"/> S/F <input type="checkbox"/> Reg		\$40K (1 program)		N/A		N/A		N/A	
2018 <input type="checkbox"/> S/F <input checked="" type="checkbox"/> Reg		\$40K (1 program)		N/A		N/A		N/A	
2019 <input type="checkbox"/> S/F <input checked="" type="checkbox"/> Reg		\$40K (1 program)		N/A		N/A		N/A	
2020 Requested Amount: s.17				Recommendation:				N/A	
				\$0					
<p>Why this recommendation? Final year funding warning provided with 2019 decision letter as program was ineligible as it does not meet the Branch's definition of a program (simply provides a venue to other groups to deliver recovery meetings). Org was advised if re-applying to provide program details on activities directly delivered by the Org and program financials that exclude rev/exp related to the provision of a venue. Insufficient information provided this application to demonstrate an eligible program, so recommending a denial:</p> <p>1) Ineligible program as it appears to primarily provide a meeting space venue for other organizations to deliver their own programming 2) Brief program description; unable to assess eligibility of other program activities 3) Program actuals not submitted</p>									
Capital Funding		<input checked="" type="checkbox"/> N/A Requested Amount: \$Fill in Recommended Amount: \$Fill in <input type="checkbox"/> Acquisition <input type="checkbox"/> Minor Capital Project <input type="checkbox"/> Quote(s) Provided Brief description of acquisition/minor capital project. Reasons for recommending funding, if applicable.							
BC Online/Corporations Canada									
Date: May 16, 2020 Transitioned <input checked="" type="checkbox"/> NIGS <input type="checkbox"/> Member Funded? <input type="checkbox"/> Comments (if applicable)									
Review of Issues in Previous Internal Worksheet (check LAN and Recons for responses; do not repeat GASR issues recorded below)									
Final year funding warning given; advised providing a venue for meetings of recognized 12-step programs in not an eligible program. Advised future applications must focus on programming and activities directly delivered by the Org and program actuals must exclude costs related to the provision of a venue.						<input type="checkbox"/> Resolved		<input checked="" type="checkbox"/> Not resolved	
2018 GASR was outstanding						<input checked="" type="checkbox"/> Resolved		<input type="checkbox"/> Not resolved	
Certified BY Alteration from Jan 2018 requested						<input checked="" type="checkbox"/> Resolved		<input type="checkbox"/> Not resolved	
Accountability									
Audit		<input checked="" type="checkbox"/> N/A (not audited in last 5 years) Date of last audit: Fill in date <input type="checkbox"/> Previously reviewed CHAR #: Fill in Char # Comments (if applicable)							
GASRs and CP Supplemental forms		2018 CP Supplement required? <input type="checkbox"/> <input type="checkbox"/> CP Master Sheet updated <input type="checkbox"/> GASR Outstanding <input checked="" type="checkbox"/> Signed Off <input type="checkbox"/> Signed Off Conditionally							
		2019 CP Supplement required? <input type="checkbox"/> <input type="checkbox"/> CP Master Sheet updated <input type="checkbox"/> GASR Outstanding <input checked="" type="checkbox"/> Signed Off <input type="checkbox"/> Signed Off Conditionally Closing balance = s.21							

2020 CGG Internal Regular Form Recommendation

Organization Review	
Information Changes	<input type="checkbox"/> Yes (identify below) <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Sector drop-downs confirmed Identify type of change made (address, FYE, etc.) No need for details.
Constitution and Bylaws	<input checked="" type="checkbox"/> Reviewed (and saved to LAN) <input type="checkbox"/> Previously reviewed and no changes BY Alteration from Jan 2018 reviewed and accepted
Board of Directors List	Issues Resolved? N/A Comments (if applicable)
AGM Minutes	Issues Resolved? N/A Comments (if applicable)
GA Cheque	<input checked="" type="checkbox"/> Already on file <input type="checkbox"/> Received, reviewed, and entered in GOS <input type="checkbox"/> Missing/Incorrect Comments (if applicable)
Submission Information	Issues? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Comments (if applicable)
Financial Statements Review	
F/S complete and for correct year? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Type: Unaudited (Notice to Reader) Total Revenues: s.21 Total Expenses: s.21 <input type="checkbox"/> In-kind subtracted Unrestricted cash: s.21 Surplus Calculation (if applicable): s.21 B/S shows s.21 in a restricted fund (unclear if they are internally or externally restricted), but no notes provided. If accepted, surplus falls to s.21 based on s.21 cash. Surplus is not an issue, so not addressing.	
Program Review	
<p>Recovery Support Program activities include:</p> <ul style="list-style-type: none"> -Provide daily recovery meetings for those seeking support from addiction. Weekly attendance of 408 people. -Provide information for those seeking detox or treatment. Society is open 9:30am-9:30pm daily for those needing immediate support. -Offer 4 mental health first aid courses a year to groups of 25 people -Offer weekly karaoke nights, providing a 'sober' social activity <p>-Last year, program was given final year funding warning as program appeared to primarily provide a venue for meetings of recognized 12-Step programs. An email from the Org on the Lan from November 8, 2019 states "We are a safe and welcoming space for all 12 step groups...We are not affiliated with any program, we simply provide an affordable space for these vital meeting to take place." 2018 decision letter also raised concerns about direct delivery and Org was asked that future applications demonstrate how the Org directly delivers a program, as information provided that year states "the Org is known as a support centre for various agencies that enhances the effectiveness of recovery centres."</p> <p>-While this year's program description states the daily recovery meetings are 'provided' by Burnaby Fellowship Centre Society, it is still unclear if they directly deliver the recovery meetings. Org's website indicates they provide meeting space to several 12-step groups in the area.</p> <p>-Insufficient details provided on the additional activities offered (information on detox/recovery, mental health first aid, sober karaoke nights).</p> <p>- Program actuals that exclude provision of venue not included as requested in 2019 decision letter</p>	

2020 CGG Internal Regular Form Recommendation

-Covid information provided: Org is following the provincial guidelines for COVID-19 protocols limiting numbers, distance, sanitation, and contact tracing.

Total Expenses: ☒ N/A (same financials as submitted for organization) ☐ In-kind included: \$Amount

Government funding before gaming: 0% ☒ N/A (requested amount not affected)

In-kind included correctly? ☒ N/A ☐ Yes ☐ No (material) ☐ No (not material)

Eligible use(s) of funds? ☒ Yes ☐ No

Regular Form Required Next Year

☒ No (and have confirmed box not ticked) ☐ Yes Reason

From: [Idczak, Julie J MUNI:EX](#) on behalf of [Community Gaming Grants MUNI:EX](#)
To: [Pyatt, David E MUNI:EX](#); [Kopplin, Gloria MUNI:EX](#)
Subject: 111233 email from reporter writing story on org
Date: March 11, 2021 3:58:00 PM

From: Cameron Thomson
Sent: March 11, 2021 3:52 PM
To: Community Gaming Grants MUNI:EX
Subject: Grant for Burnaby Fellowship Centre

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Hi there,

I am a reporter for Burnaby Now and I'm writing a story about the Burnaby Fellowship Centre. The treasurer for the centre told me they applied for a community gaming grant in December 2020 but were denied. They sent a request for reconsideration but have received no response.

Without the grant funding, the treasurer for the centre says they won't be able to pay rent in three months which would disrupt a community of recovering alcoholics and drug users.

If you could get back to me with a comment about this before 3 p.m. on Friday I would greatly appreciate it. You can also call me at any time to discuss further.

Thank you,

Cameron Thomson
604-808-5121

From: [Pyatt, David E MAH:EX](#)
To: [Idczak, Julie J MAH:EX](#)
Cc: [Mahon, Denise MAH:EX](#); [Higginbotham, Amy MAH:EX](#)
Subject: 111233 email reply from Raj Chouhan, MLA re recon 1161754
Date: March 9, 2021 4:12:53 PM
Attachments: [image001.png](#)

Hi Julie,

Please file when you have time.

David

From: Chouhan.MLA, Raj
Sent: March 9, 2021 4:11 PM
To: Barb Fullerton
Cc: Pyatt, David E MAH:EX
Subject: RE: Burnaby Fellowship Centre 7638 6th Street Burnaby

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Dear Barb Fullerton:

Thank you for your email of March 8, 2021, in support of the Burnaby Fellowship Centre Society (BFCS) in their request for reconsideration of their application to obtain a BC community gaming grant.

The Community Gaming Grants branch (CGG) has confirmed with my office that they are in receipt of BFCS's request for reconsideration. They received a request for reconsideration on October 14, 2020 and should have been provided a response by January 12, 2021 according to the published Guidelines. The branch deeply apologizes for the delay and will begin its review of the request immediately. BFCS will be notified in writing via email of CGG's decision.

For your information, an organization may request that the Branch reconsider its decision regarding an application for a Community Gaming Grant. The intent of the reconsideration process is to determine whether any errors, omissions and/or misinterpretations were made in the assessment of the original application. New information or documentation that substantively changes the original application is not admissible in the reconsideration request. The Executive Director of the CGG will conduct a thorough review to ensure that the Branch's procedures, rules and conditions were applied fairly and properly and to decide whether to vary or uphold the original decision. The Executive Director will send written notification of the decision, which will be the final step for that application.

Thank you again for writing.

Sincerely,

Raj Chouhan

Raj Chouhan

Speaker

MLA for Burnaby-Edmonds

5234 Rumble Street, Burnaby V5J 2B6 | Ph: 604-660-7301

E-mail: Raj.Chouhan.mla@leg.bc.ca

Website: www.rajchouhan.ca



pc: David Pyatt, A/Executive Director, Immigration and Strategic Planning Division, Community Gaming Grants, Ministry of Municipal Affairs (David.Pyatt@gov.bc.ca)

From: Barb Fullerton ^{s.22}

Sent: March 8, 2021 2:04 PM

To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>

Subject: Re: Burnaby Fellowship Centre 7638 6th Street Burnaby

Thank you!!

Sent from my iPhone

On Mar 8, 2021, at 11:38 AM, Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca> wrote:

Dear Barb,

Thank you kindly for reaching out and I'm sorry to hear that you did not receive the community gaming grant this year.

We will reach out to see where they are at in the appeal process and we will also reach out to the Ministry of Mental Health and Addictions with concerns over the possible closure of Burnaby Fellowship.

Best,

Amber Keane (she/her/hers) | Constituency Assistant to

Raj Chouhan, Speaker
MLA for Burnaby-Edmonds
5234 Rumble Street, Burnaby V5J 2B6 | Ph: 604-660-7301
E-mail: Raj.Chouhan.mla@leg.bc.ca
Website: www.rajchouhan.ca

Confidentiality Notice: This e-mail and any attachments are confidential and protected by legal privilege. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of this e-mail and any attachments is prohibited. If you have received this e-mail in error, please contact us immediately by return e-mail and delete this copy from your system. Thank you.

-----Original Message-----

From: Barb Fullerton [s.22](#)
Sent: March 7, 2021 3:40 PM
To: Chouhan.MLA, Raj <Raj.Chouhan.MLA@leg.bc.ca>
Subject: Burnaby Fellowship Centre 7638 6th Street Burnaby

Dear Mr Chouhan

my name is Barb Fullerton and I am a board member for the Burnaby Fellowship. We received a letter from you 14 months or so ago congratulating us on our Provincial Funding and thanking us for for all we do to help in the community. We need help and dont know where to turn. We rent space at 7638 6th street where we offer 15 12 step meetings every week. We moved to this location 7 years ago from Hastings Street where we had been since 1976. We have relied on and received Community Game grant money for as long as i have been involved (26 years) and longer. This year we were denied and appealed and ask them to reconsider our application. We believe our Fellowship and meetings that meet there are an essential service....given the addiction crisis in this province right now. We have asked to be reconsidered because of the service we provide to the community....that was Oct 17/20 and we still have not received an answer. We are now in a position where we need to close our doors after more than 40 years of supporting those people in our community seeking recovery from drug and alchohol addiction. Can u help us? Can u put in a good word for us? Can u find out why they are taking so long to respond to our reconsideration request? We are in the middle of an opioid crisis in a pandemic and our community is panicking about the impending closure of the Burnaby Fellowship . Any help or suggestions u can offer would be greatly appreciated.

Sincerely
Barb Fullerton
[s.22](#)

Sent from my iPhone



BRITISH
COLUMBIA

Gaming Policy and
Enforcement Branch LRC Division

DEC 23 2020

RECEIVED

Gaming Account Summary Report

Gaming Policy and Enforcement Branch

Mail: PO Box 9310, Stn Prov Govt, Victoria, BC V8W 9N1
Courier: 3rd Floor, 910 Government St., Victoria, BC V8W 1X3
Phone: (250) 387-5311 | Web: <https://gaming.gov.bc.ca>

Community Gaming Grants Branch

Mail: PO Box 9892 Stn Prov Govt Victoria, B.C. V8W 9T6
Courier: 6th Floor, 800 Johnson Street Victoria, B.C. V8W 1N3
Phone: 1-800-663-7867 or 250-356-1081 | Email: CommunityGamingGrants@gov.bc.ca
Web: <https://gov.bc.ca/gaminggrants>

L&G File#: (for your organization)

BEFORE YOU START

Use this form to report all deposits to, and all disbursements from, your organization's Gaming Account(s) during your fiscal year.

- Organizations must submit this form within 90 days following their fiscal year-end.
- Use the latest version of this form, available at: <https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/documents-forms>
- If you are a licensing client only, submit the completed form by mail to the Gaming Policy and Enforcement Branch (see address above) or by email to: gaming.branch@gov.bc.ca.
- If you are a gaming grant client only, or both a gaming and licensing client, submit the completed form by mail to the Community Gaming Grants Branch (see address above) or by email to: CommunityGamingGrants@gov.bc.ca

Report completed on:
(DD-MM-YYYY)

18-11-2020

Report for your fiscal year
ending on: (DD-MM-YYYY)

31-10-2020

SECTION 1 – ORGANIZATION INFORMATION

PLEASE PRINT CLEARLY

Organization name: (as it appears on the constitution and/or certificate of incorporation if applicable)

Burnaby Fellowship Centre Society

Organization mailing address: Unit, Street, and/or PO Box

7638 6th Street

City

Burnaby

Postal Code

V3N 3M5

SECTION 2 – OPENING BALANCE OF GAMING ACCOUNT

s.21

1

Opening balance is the amount carried forward from the previous year's report (Closing Balance). If you have not previously had any gaming funds, the amount will be zero. If your organization has more than one Gaming Account, report the total opening balances of all Gaming Accounts.

SECTION 3 – GAMING REVENUE

Gaming grant revenue: (indicate the amount received under each of the following grant categories)

Community Gaming Grant revenue:	s.21	2
PAC / DPAC Grant revenue: (Parent Advisory Councils and District Parent Advisory Councils)	\$	3
Capital Project Grant revenue:	\$	4
Other grant revenue such as Special One Time Grants: (provide short description)	\$	5

Gross revenue from all gaming event licences:

(attach an additional sheet if necessary – gross revenue must be reported for all Class A, Class B, Class C and Class D gaming event licences – funds received within the fiscal year must be reported, regardless of gaming event start and end dates – report the total gross revenue during the reporting period for each gaming event – "reporting period" refers to the period of licensed gaming activity falling within the organization's fiscal year)

Licence number:	Licence type: (Class A,B,C,D)	Reporting period: From (DD-MM-YYYY)	To (DD-MM-YYYY)	Amount:	
				\$	6
				\$	7
				\$	8
				\$	9
				\$	10
				\$	11
				\$	12
				\$	13

Form: November 2018

Instructions: Retain a copy of this report for your organization's records. Keep your personal information safe by storing completed electronic or paper copies of this form in a safe and secure place.

Other gaming revenue: (attach an additional sheet if necessary)

GST rebate, interest, or revenues from the sale of assets purchased with gaming funds:	\$	14
Gaming fund donations from other organizations: (name of organization and amount received – attach an additional sheet if necessary)		
	\$	15
	\$	16
	\$	17
Total gaming revenue: (add lines 2 to 17)	>>> \$	18

SECTION 4 – PRIZE COSTS AND EXPENSES FOR LICENSED GAMING EVENTS

Prize costs for licensed gaming events:

(Indicate the prize costs in each of the following categories – prizes are all cash and merchandise paid to players during licensed gaming events – if prizes were donated the prize cost is zero)

Independent bingo prize costs: (total cost of all independent bingo gaming event licence prizes)	\$	19
Ticket raffle prize costs: (total cost of all ticket raffle gaming event licence prizes)	\$	20
Other prize costs: (specify licence type Class A,B,C,D)	\$	21
Total prize costs: (add lines 19 to 21)	>>> \$	22

Expenses for licensed gaming events:

(Indicate the expenses in each of the following categories – these costs include advertising and marketing, salaries and wages, facility rental, bingo paper, contract fees for gaming service providers, printing, postage and mailing, supplies and other miscellaneous costs associated with licensed gaming events)

Independent bingo expenses: (total expenses for all independent bingo gaming event licences)	\$	23
Ticket raffle expenses: (total expenses for all ticket raffle gaming event licences)	\$	24
Other gaming event expenses: (specify licence type)	\$	25
Total gaming event expenses: (add lines 23 to 25)	>>> \$	26

SECTION 5 – NET GAMING PROCEEDS AND DISBURSEMENTS FROM GAMING ACCOUNT

Net gaming proceeds: (subtract lines 22 and 26 from line 18)

Total gaming revenue available for disbursement: (add lines 1 and 27)	>>> \$	27
Total Capital Project Grant disbursements (if applicable): Please itemize how Capital Project Grant funds were disbursed on the Capital Project Grant Supplement only.	>>> \$	28
Gaming fund disbursements: (attach an additional sheet if necessary – itemize how gaming funds were disbursed – identify cheques, electronic fund transfer, debit card, bank charges or other reference number and include the level of detail outlined below). Do not include itemized Capital Project Grant disbursements below.	>>> \$	29

Date: (DD-MM-YYYY)	Cheque, EFT, or Reference #:	Disbursed to:	Purpose:	Amount:	
				\$	30
				\$	31
				\$	32
				\$	33
				\$	34
				\$	35
				\$	36
				\$	37
				\$	38
				\$	39
				\$	40
				\$	41
				\$	42
				\$	43
				\$	44
	PLEASE SEE	ATTACHED LIST		\$	45
Total gaming fund disbursements: (add lines 29 to 45)				>>> \$	46

Form: November 2018

Instructions: Retain a copy of this report for your organization's records. Keep your personal information safe by storing completed electronic or paper copies of this form in a safe and secure place.

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SECTION 6 – CLOSING BALANCE (subtract line 46 from line 28)

s.21

47

The closing balance must agree with your organization's financial records (general ledger balance or whatever other accounting record supports your organization's financial statements) and is to be carried forward as the opening balance to the next Gaming Account Summary Report.

SECTION 7 – GAMING ACCOUNT INFORMATION AT FISCAL YEAR END**Financial institution name:** (the name of your bank, credit union, etc.)

VANCITY

Financial institution address: Unit, Street, and/or PO Box

City

BURNABY BC

Postal Code

s.21

Account information and balances: (attach an additional sheet if necessary)

Account type:	Account number:	Balance:	
Gaming Account at fiscal year-end:		s.21	48
Term deposit(s): (gaming funds only)		\$	49
GIC(s): (gaming funds only)		\$	50
Other: (short description):		\$	51
Total of account balances: (add lines 48 to 51 – this total must agree with line 47)			>>> s.21 52

SECTION 8 – SERVICE CLUBS

Service Clubs (e.g. Lions Club, Kiwanis Club, Rotary Club) may retain up to 10 per cent of the net proceeds from their licensed gaming activities and 7 per cent of their community gaming grant; refer to the appropriate guidelines for additional information. Identify which of the above disbursements are included in the permitted percentage and the applicable gaming event licence and/or community gaming grant application number(s).

Total percentage retained: (gaming event licence)	%	Gaming event licence number:
Total percentage retained: (community gaming grant)	%	Community gaming grant application number:

SECTION 9 – COMMUNITY BENEFIT

Briefly describe how the broader community benefited from your organization's gaming grant funded programs for the fiscal year covered by this report. For each funded program, please provide statistics (if applicable), including, for example: the number of people served, attendees or participants, public access such as number of events, classes, sessions or operating times. Please note that this information may be made publicly available by the Community Gaming Grants Branch. (Limit your description to 300 words. A max of three photos may also be included in this report.)

We have + 200 people per week, +10,000 people per year attending + 18 ,meetings per week. These are people seeking help and support with alcoholism and drug addiction. We also provide numbers for detox and treatment for those people looking for resources. We are open 9:30 am - 9:30 pm, 7 days a week, 52 weeks of the year. We serve a wonderful Christmas dinner for anyone who shows up on Dec 25th. (typically between 60-120 people how up) We are open 24 hours per days between Dec 24 and Dec 27th and again from Dec 31 - Jan 01 for those people who need a safe place to maintain their recovery during the holidays.

SECTION 10 – CERTIFICATION

We, the undersigned board members, certify on behalf of the organization that all of the information stated is correct and that the board of directors has approved the submission of this report.

Two board members of the organization (officers) who are responsible for the report: (one must be the treasurer – both must sign this form)

1	Position: (with the organization) SECRETARY		First name: MICHAEL		Last name: BETCHER	
	Address: Unit and Street s.22		City s.22		Province BC	Postal Code s.22
	Business phone number: (XXX) XXX-XXXX	Ext:	Home phone number: (XXX) XXX-XXXX		Cell phone number: (XXX) XXX-XXXX s.22	
	E-mail address: (provide a valid e-mail address) s.22		Sign s.22 X		Date signed: (DD-MM-YYYY) 10/08/2020	
2	Position: (with the organization) TREASURER		First name: BARBARA		Last name: FULLERTON	
	Address: Unit and Street s.22		City s.22		Province BC	Postal Code s.22
	Business phone number: (XXX) XXX-XXXX	Ext:	Home phone number: (XXX) XXX-XXXX s.22		Cell phone number: (XXX) XXX-XXXX s.22	
	E-mail address: (provide a valid e-mail address) s.22		Sign s.22 X		Date signed: (DD-MM-YYYY) 10/08/2020	
Report prepared by: (if the report was prepared by one of the people above, include only their name below)						
3	Position: (with the organization)		First name: BARBARA		Last name: FULLERTON	
	Address: Unit and Street		City		Province	Postal Code
	Business phone number: (XXX) XXX-XXXX	Ext:	Home phone number: (XXX) XXX-XXXX s.22		Cell phone number: (XXX) XXX-XXXX	
	E-mail address: (provide a valid e-mail address)		Sign X		Date signed: (DD-MM-YYYY)	

The information requested on this form is collected under the authority of the Gaming Policy and Enforcement Branch and the Community Gaming Grants Branch pursuant to the *Gaming Control Act*. The information provided will be used to assess compliance with the conditions of a gaming event licence and community gaming grant. Questions regarding licensing may be directed to the Gaming Policy and Enforcement Branch. Questions relating to grants may be directed to the Community Gaming Grants Branch.

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Withheld pursuant to/removal as

s.21



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA



Raj Chouhan MLA
Burnaby - Edmonds

January 6, 2020

Dear Burnaby Fellowship Centre Society,

Congratulations to Burnaby Fellowship Centre Society on receiving a 2019 Community Gaming Grant. As you know, Community Gaming Grants support not-for-profit organizations that deliver community programs benefitting British Columbia.

Your ongoing work to support individuals, families and friends, who are seeking relief from alcoholism and addiction has a profound and positive impact in our community of Burnaby-Edmonds.

It's wonderful that Burnaby Fellowship Centre Society is a recipient of this year's Community Gaming Grants because of the direct benefit to the broader community and I'd like to add my voice of thanks for your ongoing contributions.

I wish you continued success in the future; please don't hesitate to contact my constituency office if I can be of assistance.

Yours sincerely,

Raj Chouhan, MLA
Burnaby-Edmonds
Deputy Speaker

Burnaby - Edmonds Constituency Office

5234 Rumble Street
Burnaby BC V5J 2B6
T 604-660-7301 F 604-660-7304
Raj.Chouhan.MLA@leg.bc.ca

Legislative Office

Room 243 Parliament Buildings
Victoria BC V8V 1X4



March 11, 2021

To Whom It May Concern:

We are writing on behalf of the Burnaby Fellowship to express our concern for the potential closure of their facility and the drastic impact this would have on the community.

Tipping Point Consulting & Counselling Services became aware of the Fellowship's work approximately three years ago. We identified it as a vital community support to which we regularly send our clients struggling with addiction issues. The Fellowship is strategically located between the Burnaby & New Westminster borders and has established a very flexible meeting schedule, to which members can easily find a face-to-face meeting on a regular basis. The Fellowship has also served as a place of support for those who are waiting long periods to move into treatment programs. The Club's setup has allowed for a very conducive drop-in feel. Many individuals have found it to be a place to spend their day while waiting for treatment. It has also become a place of support for individuals returning into the community from treatment, where there has been a need to re-establish resource networks.

Tipping Point believed so strongly in Burnaby Fellowship's work that one year ago, one of our own, Michael Collins, joined the Board of Directors to support the ongoing influence of the Club in the community. Tipping Point has also become a member of the club.

Our further interest in Burnaby Fellowship has linked with the physical use of space within the club to offer Mental Health First Aid courses. Tipping Point is committed to providing these fully accredited courses with the Mental Health Commission of Canada on a regular basis at the club. As a local mental health support provider, we recognize that providing mental health interventions is a critical part of addressing the mental health/addictive cycle with which so many struggle. Many members of the Fellowship are also processing the depths of the opioid crisis as they have lost family and friends. This is best done with therapy and in community.

Tipping Point also offers a free workshop entitled "Prevent It" to promote awareness, prevention and treatment of child sexual abuse. Many members of the club are survivors of past abuse. As recovery from addictions is best realized when individuals find a way to give back to the community, this workshop facilitates a place where members can make meaning of past abuse and find productive ways to serve others.

It is also critical that Burnaby Fellowship's potential funders recognize how essential the Club's services have become during the pandemic. As many people have experienced deepening mental health decline and an increase in substance use/overdose attempts, Burnaby Fellowship represents a place of safe haven and support. It is a place where individuals can heal and grow beyond their struggles in a supportive community setting. Such a community resource is rare. Not only can members attend meetings, but informal fellowship times are possible within the casual café setting that has been created.

Office Location:
101-309 6th Street, New Westminster, BC V3L 3A1
Mailing Address: 406-2970 Princess Cres. Coquitlam, V3B 7R5
Phone: 778-251-6527 (Dr. Julie Clayton)

www.tippingpointservices.ca
Email: jctippingpoint65@gmail.com
604-307-2543 (Michael Collins)



Mental health, addiction, opioid crisis survivors with prevention and treatment of Childhood sexual abuse make Burnaby Fellowship one of the strongest resources in British Columbia during this pandemic.

Tipping Point Consulting & Counselling Services urgently requests the review and reconsideration of support for Burnaby Fellowship and that there would be an endorsement to continue to support this vital community resource.

Respectfully,

Michael Collins, CCTP, CFTP
Certified Clinical Trauma Professional
Behaviour & Family Consultant

Julie Clayton, DMin, RCC, CCCTP, CFTP, CATP
Registered Clinical Counsellor
Certified Trauma Therapist

From: [Barb Fullerton](#)
To: [Community Gaming Grants MUNI:EX](#)
Subject: BF Letter reconsideration application 1161754
Date: March 11, 2021 11:12:51 AM
Attachments: [BF Letter appeal.pdf](#)

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Sent from my iPhone

From: [Idczak, Julie J MAH:EX](#) on behalf of [Community Gaming Grants MAH:EX](#)
To: [Kopplin, Gloria MAH:EX](#); [Bond, Amy MAH:EX](#)
Subject: RECON 1161754 Burnaby Fellowship Centre Society
Date: October 20, 2020 9:59:00 AM
Attachments: [Funding Reconsideration Letter 2020.docx](#)

From: BFCS <burnabyfellowship@shaw.ca>
Sent: October 14, 2020 12:52 PM
To: Community Gaming Grants MAH:EX <CommunityGamingGrants@gov.bc.ca>
Subject: Burnaby Fellowship Application **s.15** L+G File **s.15**

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Attached is a letter requesting a reconsideration of our funding application.

Burnaby Fellowship Centre Society

7638 6th Street, Burnaby BC V3N 3M5
T: (778) 397-8933 | burnabyfellowship.com

October 12, 2020.

To: Community Gaming Grants Branch
Email: CommunityGamingGrants@gov.bc.ca

From:
Burnaby Fellowship Centre Society
7638 Sixth Street
Burnaby, BC
V3N 3M5
Application No : 1161754
L+G File No: 111233

To whom it may concern,

We are writing to request a reconsideration of our application for funding. We have been receiving grants for more than 20 years and our ability to continue to provide the invaluable service we offer to the community depends on that money. We continue to offer the same services that warranted the grant in all prior years.

The Burnaby Fellowship is a safe and welcoming place for all those who seek recovery from alcoholism and addiction. We have one full time staff member and many volunteers. The volunteers are required to have more than 6 months of continuous recovery. They are paid a \$10 stipend per shift, and there are 3 shifts per day. The one "full time" staff person is paid 800.00 per month. All of these people give their time because the Burnaby Fellowship was a catalyst for them in changing their lives and they want to give back.

The fellowship is open from 9:30 am to 9:30 pm daily.....and the coffee is always ready. There is a friendly face and a compassionate ear behind the counter at all times. The Burnaby Fellowship hosts an "in house" AA meeting every day at noon appropriately called "The Burnaby Fellowship Noon Hour Meeting". It is a meeting of Alcoholics Anonymous and is chaired by a Burnaby Fellowship member and attended by anyone who chooses to come. There is also a meeting every night, sometimes AA , sometimes NA/CA. These meetings rent space from the Burnaby Fellowship to hold their meetings. These meetings have also been at the Burnaby Fellowship for 10 – 40 years, depending on the meeting. We rent the space from noon onward on Sundays to Cross Culture Ministries. Among the many things Cross Culture does, they do street ministry, providing soup, sandwiches and hot chocolate at Main and Hastings on Sunday and Tuesday evenings.

The Burnaby Fellowship sells 12 Step literature (AA Big Book, AA Twelve by Twelve etc) for those people seeking a solution to their problems with addiction. It is a place where AA and NA sponsors/sponsees can meet and do step work in the afternoons. We have phone numbers for those individuals needing detox or are looking for treatment or recovery houses. People meet at the fellowship to support and encourage each other in recovery.

The Burnaby Fellowship Centre has been an integral part of the recovery services in the Burnaby / New Westminster area since October 1976. The ongoing service, support and encouragement for individuals, their families and friends has a profound and positive impact on our communities.

Recovery, particularly early recovery from alcoholism/addiction can be a lonely scary place. It is difficult when you know you need to change your life, you know you need help, but you are unsure where to begin. The beginning for many many people over the past 44 years has been the Burnaby Fellowship.

We have open Karaoke on Friday nights where people can learn how to have fun without drugs and alcohol. We will be offering Mental Health First Aid courses (put on by Tipping Point) twice a year for anyone who is interested in attending. We have been serving a beautiful Christmas dinner to anyone who shows up for the past 20 years. Typically we serve 60-100 people Christmas day turkey, ham and all the fixings.

Alcoholism and Addiction is a lonely disease often complicated by mental health issues. The Burnaby Fellowship is a starting place for people seeking help, and a comfortable familiar place for those who continue to recover and seek to improve themselves and better their lives. It is a place where people who have found a solution can in turn share that solution with new people trying to recover. We have members who have been coming to the Burnaby Fellowship for up to 40 years. The Burnaby Fellowship offers a crucial service to the community by supporting and helping those individuals fighting addiction.

With the ongoing Opioid crisis coupled with the Covid Pandemic it would be very very sad and detrimental to the recovery community and thus the community at large for the Burnaby Fellowship to have to close its doors after 44 years of helping people and the community.

We would be happy to speak to you directly to answer any questions you may have.

We thank you for your reconsideration of our application for funding.

Sincerely

Barb Fullerton
On behalf of the
Board of Directors
Burnaby Fellowship Centre Society.

Gaming Policy and Enforcement Branch

Mail: PO Box 9310, Stn Prov Govt, Victoria, BC V8W 9N1
Courier: 3rd Floor, 910 Government St., Victoria, BC V8W 1X3
Phone: (250) 387-5311 | **Web:** <https://gaming.gov.bc.ca>

Community Gaming Grants Branch

Mail: PO Box 9892 Stn Prov Govt Victoria, B.C. V8W 9T6
Courier: 6th Floor, 800 Johnson Street Victoria, B.C. V8W 1N3
Phone: 1-800-663-7867 or 250-356-1081 | **Email:** CommunityGamingGrants@gov.bc.ca
Web: <https://gov.bc.ca/gaminggrants>

L&G File#: (for your organization)

BEFORE YOU START

Use this form to report all deposits to, and all disbursements from, your organization's Gaming Account(s) during your fiscal year.

- Organizations must submit this form within 90 days following their fiscal year-end.
- Use the latest version of this form, available at: <https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/documents-forms>
- If you are a licensing client only, submit the completed form by mail to the Gaming Policy and Enforcement Branch (see address above) or by email to: gaming.branch@gov.bc.ca.
- If you are a gaming grant client only, or both a gaming and licensing client, submit the completed form by mail to the Community Gaming Grants Branch (see address above) or by email to: CommunityGamingGrants@gov.bc.ca

Report completed on:
(DD-MM-YYYY)

10-08-2020

**Report for your fiscal year
ending on:** (DD-MM-YYYY)

31-10-2018

SECTION 1 – ORGANIZATION INFORMATION

PLEASE PRINT CLEARLY

Organization name: (as it appears on the constitution and/or certificate of incorporation if applicable)

Burnaby Fellowship Centre Society

Organization mailing address: Unit, Street, and/or PO Box

7638 6th Street

City

Burnaby

Postal Code

V3N 3M5

SECTION 2 – OPENING BALANCE OF GAMING ACCOUNT

\$21

1

Opening balance is the amount carried forward from the previous year's report (Closing Balance). If you have not previously had any gaming funds, the amount will be zero. If your organization has more than one Gaming Account, report the total opening balances of all Gaming Accounts.

SECTION 3 – GAMING REVENUE

Gaming grant revenue: (indicate the amount received under each of the following grant categories)

Community Gaming Grant revenue:	\$21	2
PAC / DPAC Grant revenue: (Parent Advisory Councils and District Parent Advisory Councils)	\$	3
Capital Project Grant revenue:	\$	4
Other grant revenue such as Special One Time Grants: (provide short description)	\$	5

Gross revenue from all gaming event licences:

(attach an additional sheet if necessary – gross revenue must be reported for all Class A, Class B, Class C and Class D gaming event licences – funds received within the fiscal year must be reported, regardless of gaming event start and end dates – report the total gross revenue during the reporting period for each gaming event – "reporting period" refers to the period of licensed gaming activity falling within the organization's fiscal year)

Licence number:	Licence type: (Class A,B,C,D)	Reporting period: From (DD-MM-YYYY)	To (DD-MM-YYYY)	Amount:	
				\$	6
				\$	7
				\$	8
				\$	9
				\$	10
				\$	11
				\$	12
				\$	13

Other gaming revenue: (attach an additional sheet if necessary)			
GST rebate, interest, or revenues from the sale of assets purchased with gaming funds:			s.21
Gaming fund donations from other organizations: (name of organization and amount received – attach an additional sheet if necessary)			
			\$
			\$
			\$
Total gaming revenue: (add lines 2 to 17)			>>> s.21

SECTION 4 – PRIZE COSTS AND EXPENSES FOR LICENSED GAMING EVENTS

Prize costs for licensed gaming events: (indicate the prize costs in each of the following categories – prizes are all cash and merchandise paid to players during licensed gaming events – if prizes were donated the prize cost is zero)			
Independent bingo prize costs: (total cost of all independent bingo gaming event licence prizes)			\$
Ticket raffle prize costs: (total cost of all ticket raffle gaming event licence prizes)			\$
Other prize costs: (specify licence type Class A,B,C,D)			\$
Total prize costs: (add lines 19 to 21)			>>> \$0
Expenses for licensed gaming events: (indicate the expenses in each of the following categories – these costs include advertising and marketing, salaries and wages, facility rental, bingo paper, contract fees for gaming service providers, printing, postage and mailing, supplies and other miscellaneous costs associated with licensed gaming events)			
Independent bingo expenses: (total expenses for all independent bingo gaming event licences)			\$
Ticket raffle expenses: (total expenses for all ticket raffle gaming event licences)			\$
Other gaming event expenses: (specify licence type)			\$
Total gaming event expenses: (add lines 23 to 25)			>>> \$0

SECTION 5 – NET GAMING PROCEEDS AND DISBURSEMENTS FROM GAMING ACCOUNT

Net gaming proceeds: (subtract lines 22 and 26 from line 18)			>>> s.21
Total gaming revenue available for disbursement: (add lines 1 and 27)			>>>
Total Capital Project Grant disbursements (if applicable): Please itemize how Capital Project Grant funds were disbursed on the Capital Project Grant Supplement only.			>>> \$
Gaming fund disbursements: (attach an additional sheet if necessary – itemize how gaming funds were disbursed – identify cheques, electronic fund transfer, debit card, bank charges or other reference number and include the level of detail outlined below). Do not include itemized Capital Project Grant disbursements below.			
Date: (DD-MM-YYYY)	Cheque, EFT, or Reference #:	Disbursed to:	Purpose:
Amount:			
Total gaming fund disbursements: (add lines 29 to 45)			
			>>> s.21

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Withheld pursuant to/removed as

s.21

SECTION 6 – CLOSING BALANCE (subtract line 46 from line 28)

s.21

47

The closing balance must agree with your organization's financial records (general ledger balance or whatever other accounting record supports your organization's financial statements) and is to be carried forward as the opening balance to the next Gaming Account Summary Report.

SECTION 7 – GAMING ACCOUNT INFORMATION AT FISCAL YEAR END

Financial institution name: (the name of your bank, credit union, etc.) VANCITY			
Financial institution address: Unit, Street, and/or PO Box s.21		City BURNABY BC	Postal Code s.21
Account information and balances: (attach an additional sheet if necessary)			
Account type:	Account number:	Balance:	
Gaming Account at fiscal year-end:		\$140.65	48
Term deposit(s): (gaming funds only)		\$	49
GIC(s): (gaming funds only)		\$	50
Other: (short description):		\$	51
Total of account balances: (add lines 48 to 51 – this total must agree with line 47)			>>> s.21 52

SECTION 8 – SERVICE CLUBS

Service Clubs (e.g. Lions Club, Kiwanis Club, Rotary Club) may retain up to 10 per cent of the net proceeds from their licensed gaming activities and 7 per cent of their community gaming grant; refer to the appropriate guidelines for additional information. Identify which of the above disbursements are included in the permitted percentage and the applicable gaming event licence and/or community gaming grant application number(s).

Total percentage retained: (gaming event licence)	%	Gaming event licence number:
Total percentage retained: (community gaming grant)	%	Community gaming grant application number:

SECTION 9 – COMMUNITY BENEFIT

Briefly describe how the broader community benefited from your organization's gaming grant funded programs for the fiscal year covered by this report. For each funded program, please provide statistics (if applicable), including, for example: the number of people served, attendees or participants, public access such as number of events, classes, sessions or operating times. Please note that this information may be made publicly available by the Community Gaming Grants Branch. (Limit your description to 300 words. A max of three photos may also be included in this report.)

We have + 200 people per week, +10,000 people per year attending + 18 meetings per week. These are people seeking help and support with alcoholism and drug addiction. We also provide numbers for detox and treatment for those people looking for resources. We are open 9:30 am - 9:30 pm, 7 days a week, 52 weeks of the year. We serve a wonderful Christmas dinner for anyone who shows up on Dec 25th. (typically between 60-120 people how up) We are open 24 hours per days between Dec 24 and Dec 27th and again from Dec 31 - Jan 01 for those people who need a safe place to maintain their recovery during the holidays.

SECTION 10 – CERTIFICATION

We, the undersigned board members, certify on behalf of the organization that all of the information stated is correct and that the board of directors has approved the submission of this report.

Two board members of the organization (officers) who are responsible for the report: (one must be the treasurer – both must sign this form)					
1	Position: (with the organization) PRESIDENT	First name: MICHAEL	Last name: BETCHER		
	Address: Unit and Street s.22	City s.22	Province BC	Postal Code s.22	
	Business phone number: (XXX) XXX-XXXX	Ext:	phone number: (XXX) XXX-XXXX		
	E-mail address: (provide a valid e-mail address) s.22	signed: (DD-MM-YYYY) 08/2020			
2	Position: (with the organization) TREASURER	First name: BARBARA	Last name: FULLERTON		
	Address: Unit and Street s.22	City s.22	Province BC	Postal Code s.22	
	Business phone number: (XXX) XXX-XXXX	Ext:	Home phone number: (XXX) XXX-XXXX s.22	Cell phone number: (XXX) XXX-XXXX s.22	
	E-mail address: (provide a valid e-mail address) s.22	Sig X	Date signed: (DD-MM-YYYY) 10/08/2020		
Report prepared by: (if the report was prepared by one of the people					
3	Position: (with the organization)	First name: BARBARA	Last name: FULLERTON		
	Address: Unit and Street	City	Province	Postal Code	
	Business phone number: (XXX) XXX-XXXX	Ext:	Home phone number: (XXX) XXX-XXXX	Cell phone number: (XXX) XXX-XXXX	
	E-mail address: (provide a valid e-mail address)	Signature: X	Date signed: (DD-MM-YYYY)		

The information requested on this form is collected under the authority of the Gaming Policy and Enforcement Branch and the Community Gaming Grants Branch pursuant to the *Gaming Control Act*. The information provided will be used to assess compliance with the conditions of a gaming event licence and community gaming grant. Questions regarding licensing may be directed to the Gaming Policy and Enforcement Branch. Questions relating to grants may be directed to the Community Gaming Grants Branch.

Gaming Policy and Enforcement Branch

Mail: PO Box 9310, Stn Prov Govt, Victoria, BC V8W 9N1
Courier: 3rd Floor, 910 Government St., Victoria, BC V8W 1X3
Phone: (250) 387-5311 | **Web:** <https://gaming.gov.bc.ca>

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L&G File#: (for your organization)

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Report completed on:
(DD-MM-YYYY)

10-08-2020

**Report for your fiscal year
ending on:** (DD-MM-YYYY)

31-10-2019

SECTION 1 – ORGANIZATION INFORMATION

PLEASE PRINT CLEARLY

Organization name: (as it appears on the constitution and/or certificate of incorporation if applicable)

Burnaby Fellowship Centre Society

Organization mailing address: Unit, Street, and/or PO Box

7638 6th Street

City

Burnaby

Postal Code

V3N 3M5

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s.21

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Gross revenue from all gaming event licences:

(attach an additional sheet if necessary – gross revenue must be reported for all Class A, Class B, Class C and Class D gaming event licences – funds received within the fiscal year must be reported, regardless of gaming event start and end dates – report the total gross revenue during the reporting period for each gaming event – "reporting period" refers to the period of licensed gaming activity falling within the organization's fiscal year)

Licence number:	Licence type: (Class A,B,C,D)	Reporting period: From (DD-MM-YYYY)	To (DD-MM-YYYY)	Amount:	
				\$	6
				\$	7
				\$	8
				\$	9
				\$	10
				\$	11
				\$	12
				\$	13

Other gaming revenue: (attach an additional sheet if necessary)		
GST rebate, interest, or revenues from the sale of assets purchased with gaming funds:	s.21	14
Gaming fund donations from other organizations: (name of organization and amount received – attach an additional sheet if necessary)		
	\$	15
	\$	16
	\$	17
Total gaming revenue: (add lines 2 to 17)	>>> s.21	18

SECTION 4 – PRIZE COSTS AND EXPENSES FOR LICENSED GAMING EVENTS

Prize costs for licensed gaming events: (indicate the prize costs in each of the following categories – prizes are all cash and merchandise paid to players during licensed gaming events – if prizes were donated the prize cost is zero)		
Independent bingo prize costs: (total cost of all independent bingo gaming event licence prizes)	\$	19
Ticket raffle prize costs: (total cost of all ticket raffle gaming event licence prizes)	\$	20
Other prize costs: (specify licence type Class A,B,C,D)	\$	21
Total prize costs: (add lines 19 to 21)	>>> \$0	22
Expenses for licensed gaming events: (indicate the expenses in each of the following categories – these costs include advertising and marketing, salaries and wages, facility rental, bingo paper, contract fees for gaming service providers, printing, postage and mailing, supplies and other miscellaneous costs associated with licensed gaming events)		
Independent bingo expenses: (total expenses for all independent bingo gaming event licences)	\$	23
Ticket raffle expenses: (total expenses for all ticket raffle gaming event licences)	\$	24
Other gaming event expenses: (specify licence type)	\$	25
Total gaming event expenses: (add lines 23 to 25)	>>> \$0	26

SECTION 5 – NET GAMING PROCEEDS AND DISBURSEMENTS FROM GAMING ACCOUNT

Net gaming proceeds: (subtract lines 22 and 26 from line 18)	>>> s.21	27			
Total gaming revenue available for disbursement: (add lines 1 and 27)	>>>	28			
Total Capital Project Grant disbursements (if applicable): Please itemize how Capital Project Grant funds were disbursed on the Capital Project Grant Supplement only.	>>> \$	29			
Gaming fund disbursements: (attach an additional sheet if necessary – itemize how gaming funds were disbursed – identify cheques, electronic fund transfer, debit card, bank charges or other reference number and include the level of detail outlined below). Do not include itemized Capital Project Grant disbursements below.					
Date: (DD-MM-YYYY)	Cheque, EFT, or Reference #:	Disbursed to:	Purpose:	Amount:	
				\$	30
				\$	31
				\$	32
				\$	33
				\$	34
				\$	35
				\$	36
				\$	37
				\$	38
				\$	39
				\$	40
				\$	41
				\$	42
				\$	43
				\$	44
	PLEASE SEE	ATTACHED LIST		\$	45
Total gaming fund disbursements: (add lines 29 to 45)				>>> s.21	46

SECTION 6 – CLOSING BALANCE (subtract line 46 from line 28)

s.21

47

The closing balance must agree with your organization's financial records (general ledger balance or whatever other accounting record supports your organization's financial statements) and is to be carried forward as the opening balance to the next Gaming Account Summary Report.

SECTION 7 – GAMING ACCOUNT INFORMATION AT FISCAL YEAR END

Financial institution name: (the name of your bank, credit union, etc.)

VANCITY

Financial institution address: Unit, Street, and/or PO Box

s.21

City

BURNABY BC

Postal Code

s.21

Account information and balances: (attach an additional sheet if necessary)

Account type:	Account number:	Balance:	
Gaming Account at fiscal year-end:		s.21	48
Term deposit(s): (gaming funds only)		\$	49
GIC(s): (gaming funds only)		\$	50
Other: (short description):		\$	51
Total of account balances: (add lines 48 to 51 – this total must agree with line 47)			>>> s.21 52

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Service Clubs (e.g. Lions Club, Kiwanis Club, Rotary Club) may retain up to 10 per cent of the net proceeds from their licensed gaming activities and 7 per cent of their community gaming grant; refer to the appropriate guidelines for additional information. Identify which of the above disbursements are included in the permitted percentage and the applicable gaming event licence and/or community gaming grant application number(s).

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Total percentage retained: (community gaming grant)	%	Community gaming grant application number:

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	Business phone number: (XXX) XXX-XXXX s.22	Ext:	Cell phone number: (XXX) XXX-XXXX s.22		
	E-mail address: (provide a valid e-mail address) s.22	Signature: s.22		Date signed: (DD-MM-YYYY) 0/08/2020	
2	Position: (with the organization) TREASURER	First name: BARBARA	Last name: FULLERTON		
	Address: Unit and Street s.22	City s.22	Province BC	Postal Code s.22	
	Business phone number: (XXX) XXX-XXXX s.22	Ext:	Home phone number: (XXX) XXX-XXXX s.22	Cell phone number: (XXX) XXX-XXXX s.22	
	E-mail address: (provide a valid e-mail address) s.22	Signature: s.22		Date signed: (DD-MM-YYYY) 0/08/2020	
Report prepared by: (if the report was prepared by one of the people listed above)					
3	Position: (with the organization)	First name: BARBARA	Last name: FULLERTON		
	Address: Unit and Street	City	Province	Postal Code	
	Business phone number: (XXX) XXX-XXXX	Ext:	Home phone number: (XXX) XXX-XXXX	Cell phone number: (XXX) XXX-XXXX	
	E-mail address: (provide a valid e-mail address)	Signature: s.22		Date signed: (DD-MM-YYYY)	

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Withheld pursuant to/removed as

s.21