



United Way
Northwest Territories

Change starts here

Dear Organization,

Thank you for your interest in applying for the United Way NWT Community Investment Fund. To enable the processing of your application, please complete the information below. Ensure all the required information has been provided. The deadline is **Monday, December 5, 2016.**

Should you need assistance with any of the questions, please do not hesitate to contact Jacq Brasseur, Campaign Coordinator and Administrator, at office@nwt.unitedway.ca. We are happy to assist you through the process.

Any previously funded organizations will not be considered if they have not met all of their reporting obligations.

If your organization does not have a Charity Registration Number with the Canadian Revenue Agency (CRA) and you have found another organization willing to accept the funds on your behalf, be sure to include the organization's name and CRA number on the application. This number will be verified before any applications will be considered.

The United Way's Three (3) Focus Areas Are:

<p>From Poverty to Possibility: Moving people out of poverty and meeting basic human needs</p>	<p>Healthy people, strong communities: Improving access to social and health-related support services and supporting resident and community engagement</p>	<p>All that kids can be: Improving access to early childhood learning and development programs, helping kids do well at school, and make the healthy transition into adulthood</p>
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Ensure that your application clearly describes how your program, project or service clearly would deliver meaningful outcomes in one or more of the three priority areas.

Funding Eligibility Checklist—you must meet all these criteria to be eligible to apply

- X Non-profit, charity registered with Canada Revenue Agency
- X Direct service provider
- X Offers programs or services **directly addressing** one or more of United Way's three priority areas
- X Operates in the NWT
- X Apply before December 5, 2016

office@nwt.unitedway.ca | www.nwt.unitedway.ca
(867) 669-7986 | facebook/unitedwaynwt
Box 1145, Yellowknife, NT, X1A 2N8 | @unitedwaynwt



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Required Information

- X **Completed** United Way NWT Application Form
- X Current financial statements from your last AGM but no more than 12 months old. (do not need to be audited)
- X **Current** Board of Directors list: name, position, phone number, email, length of time on the board
- X If your project is funded, you will be required to provide a written or verbal report about the success of your project which United Way can make public (along with photos of your project and photo releases)

Funding Application Form
Deadline: December 5, 2016

<ul style="list-style-type: none"> • All boxes must be completed (unless stated otherwise) • Any application without a Charitable Registration Number will not be considered complete. • Incomplete applications will not be considered. 	
ORGANIZATION INFORMATION	
Name of Organization: Food Rescue (Yellowknife)	
Street Address: 345 (B) Old Airport Road Yellowknife, NT X1A 3T4	Mailing Address: 345 (B) Old Airport Road Yellowknife, NT X1A 3T4
Telephone: (867) 669-3663	
Email: foodrescue@northwestel.net	Website: (optional) n/a
Charitable Registration Number: 82429 5455 RR0001	Registration Date: July 21, 2009
If you are using another organization's charitable registration number, please indicate the organization's name: N/A	



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Total Organizational Revenue (from most recent financial statements): \$49,828 (Does not include YK Cares funds.)		
CONTACT NAME		
This person will be the only person contacted with regards to this application. <u>Please ensure that they will be available.</u>		
Name: Ed Hoeve	Position/Organization: Treasurer	
Email: Ed.hoeve@northwestel.net	Telephone: 867-444-8362	
PROJECT INFORMATION		
Name of Project: Food Rescue Operations		
List of partners (if any): Financial support received from: City of Yellowknife, United Way, Dominion Diamonds (expiring agreement this year), GNWT Anti-poverty Fund, Yellowknife Community Fund In-kind support from: Trevor's and Glen's Independent Grocers, Yellowknife Co-op, Central Mechanical systems, Matrix. Memorandum of Agreements in place with YK Cares and Yellowknife Food Bank		
Brief Project Summary: (25 words or less) Funding to go towards general operation costs to allow Food Rescue to collect food from donors and distribute to organizations who serve people in need.		
Funding request: (Small, one-time: maximum \$7,500 – Multi-year funding: maximum \$15,000/year) Multi-year funding: \$15,000 per year		
LIST OF REQUIRED DOCUMENTS (Please make sure that they are attached):		
<input checked="" type="checkbox"/> Current Financial Statements	<input checked="" type="checkbox"/> Project description	<input checked="" type="checkbox"/> Current Board List
Name of Signing Authority: Ed Hoeve, Treasurer		



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Signature:

Date:

December 2, 2016

ORGANIZATION INFORMATION

**For
Administrative
Use
Only**

Mission or mandate of the applicant organization including the geographic area served (territorial wide, region, remote community(ies), town(s) and or city). Maximum 100 words.

Food Rescue (Yellowknife), out of love and respect for the Creator of the earth, believe that it is wrong to allow useable food to be wasted and for people to go hungry. Food Rescue's objectives are to:

- a) Minimize waste by accepting food products from donors;
- b) Supply reclaimed food to support community organizations who feed the homeless and otherwise nutritionally or socially disadvantaged persons; and
- c) Help to conserve the environment through composting of food waste and recycling other materials wherever possible.

Food Rescue mainly serves the people of Yellowknife with some food going to Dettah, Behchoko, and N'dilo.

Worth
5/100



PROJECT DESCRIPTION

1 How does this project meet one or more of the United Way focus areas? Maximum 400 words.

The work of Food Rescue aligns closely with all three focus areas of the United Way. People in the north have always known that good, nutritious food is often difficult to come by, either because it is not available or expensive. Issues around food security have become more prominent in the past few years both locally and nationally. Food Rescue, in partnership with food suppliers, donors, individuals and community organizations, works towards providing nutritious, safe food to those who are hungry.

From Poverty to Possibility:

Food Rescue provides food to many organizations whose mandate is to reach vulnerable people in our community including the Centre for Northern Families, the Salvation Army and the Safe Harbour Day Centre. The majority of these recipient organizations have limited overall budgets, including how much they have to spend on food. The partnership with Food Rescue allows these organizations to include more nutritious options in their meals such as produce, meat and dairy. In addition to helping those who utilize their facilities, the benefits extend into the community through the hamper programs run by the Centre for Northern Families, the Salvation Army, and the Food Bank. We also provide food to Hope's Haven, the YWCA Transitional Housing at Rockhill Apartments, and Lynne's Place, all of which helps families or individuals who are struggling to get on their feet.

Healthy people, strong communities:

Feeding people is usually only one part of the services provided by the recipient community organizations. By receiving regular, nutritious food at no cost from Food Rescue, these organizations can use the money they save on food to put towards other programs such as housing, social needs, counselling, etc. This directly impacts not only the health of each individual and/or family accessing services but also the health of the community as a whole.

All that kids can be:

We provide food to three elementary schools (Weledah, Mildred Hall, and St. Joseph's) that have a breakfast and/or lunch program. These children not only have access to good, healthy food, but they often are learning about food preparation and storage as part of the school's food program. Food Rescue supplies food to the Side Door and Hope's Haven as well as a local Daycare. School groups will often approach Food Rescue for food contributions for special events such as fundraisers, for which we help out as much as we can.

Points will be given for strength and breadth of contribution to one or more focus areas. Projects must clearly and specifically meet one or more of the United Way focus areas.

Worth
20/100



2 Explain the project benefits, who will benefit, and how the project overcomes challenges and barriers faced by project beneficiaries. Maximum 300 words.

Food Rescue operates five days a week with the help of 30 volunteers plus one part-time employee. The average weight of food collected every day is approximately 700kgs. This food is re-distributed at no cost to a variety of community organizations (listed below) who all benefit from Food Rescue.

Recipient organizations receiving at least weekly food deliveries:

1. Centre for Northern Families: shelter kitchen, daycare, hampers
2. The Salvation Army: shelter kitchen, food, hampers
3. Safe Harbor Day Centre: meals, snacks
4. Side Door Youth Centre: meals, snacks
5. YWCA Transitional Housing and Lynn's Place: food for families
6. Three Elementary schools: meals, snacks, lessons
7. One daycare: meals, snacks
8. Seniors: help with Friday meals, food to be distributed
9. Hope's Haven: food, meals, snacks

Food Rescue also supports the Yellowknife Food Bank and other youth, cultural, and sporting activities, events and fundraisers when requested.

The food is mainly distributed in Yellowknife with some food going to Dettah, Behchoko, and N'dilo. It is estimated that 250 people from children through to adults are impacted on a daily basis by this program. In addition there are approximately another 300 individuals and families that receive food provided by Food Rescue through hampers and special events.

One issue we face particularly with new clients surrounds the "Best Before" date versus an "expiry" date. We continue to try to educate clients on the difference and to use other methods such as smell and appearance to determine whether food is good to eat.

We also often get items that are not familiar to many people in the north and we try to explain how these items can be used or provide recipes for their usage.

Worth
15/100



3 Describe how and when the project will be delivered; the steps and time line for delivery, in order; who will deliver the project; management and supervision; necessary resources; and funding required for the project elements. Maximum 300 words.

The Food Rescue Board manages and oversees the operation of Food Rescue which operates five days a week throughout the year. Volunteer site/kitchen managers, who are on-site during work hours, carry out the day-to-day supervision of all activities. The work is carried out by our 30 volunteers and one part time driver. Food Rescue relies heavily on the contribution of volunteers, both at the Board level and for day-to-day operations.

Since our beginning in 2008, Food Rescue's operational costs have been entirely dependent on financial donations and in-kind contributions. In the current year we have entered into a three year funding agreement with the City of Yellowknife and received financial support from the United Way, the GNWT Anti-Poverty fund, Dominion Diamond Ekati Corporation and the Yellowknife Community Foundation as well as from businesses and individuals. We also receive in-kind donations from a variety of local businesses. All of the food is donated by local retailers, businesses, expeditors and individuals.

The driver wages, heating, electricity and insurance costs account for over 92% of our annual budget. All four of these costs continue to rise, along with the need for equipment repair and replacement over the years.

We do not receive any core funding and the Board is continuously involved in fundraising to cover operational costs. The current year is the last year of a multi-year, \$10,000 per year, funding agreement with one of our corporate donors, who has informed us they will not be renewing the agreement.

If successful, the multi-year funding from the United Way will provide us with the general operating funds to help cover some of our core costs and allow the valuable work of Food Rescue to continue.

This answer should tie into the budget.

Worth
15/100



4 Describe the number of volunteers, the participation of other organizations, contributions from existing community projects and activities, and contributions to complementary projects and community activities. Maximum 200 words.

Food Rescue has approximately 30 volunteers who work on a weekly basis. When you include Board members and those who volunteer on an occasional basis, the number is well over 50 volunteers.

Food Rescue collaborates with multiple community organizations to reach vulnerable people in Yellowknife and surrounding communities. By providing food, the organizations' limited funding can be used in other areas. Over the past year, food has been supplied to people in N'dilo, Dettah and Behchoko.

Since 2015, Food Rescue has had a "Memorandum of Agreement" with YK Cares to assist with their financial management of donations and purchases. YK Care provides food to schools for weekend distribution to students in need and their families.

Food Rescue has had a partnership with the Yellowknife Food Bank for many years. We now have a "Memorandum of Agreement" for YK Food Bank to use our van to help with downtown hamper distribution twice a month.

One of the advantages of being connected to so many community organizations is Food Rescue's ability to network and improve communication between each of the services. Often our volunteers will be a source of information when it comes to what is happening in Yellowknife and how one group may collaborate with another.

This measure looks at leveraging and participation. The more community volunteer involvement and the more community groups contributing to the project, the more leverage the United Way funding will have. We look for partnering and collaboration that leverages resources. We want to avoid duplication or competition.

Worth
10/100



<p>5</p>	<p>How will you evaluate the project's success and the project's contribution to the United Way Focus Areas? Maximum 200 words.</p> <p>Evaluation is based on the feedback of our clients, the continued participation by our donor businesses, and the active participation of our volunteers.</p> <p>We have been working to strengthen our relationship with donor organizations, specifically the local grocery stores. Store managers have been contacted in person to ask what is working well and if any changes need to be made. The response has been very positive.</p> <p>The Food Rescue Board has been conducting site visits with recipient organizations over the past few months. The feedback has been very helpful to know what we are doing well and what could be better. Overwhelmingly, the recipient organizations have been supportive of Food Rescue and the impact it has had on their own services.</p> <p>Volunteers continue to be the foundation of Food Rescue's success. The ability of Food Rescue to find and keep volunteers is another measure of success.</p> <p>All of the food and/or products we receive is weighed and recorded. We track the weight of composted material as well. This information is used to determine that consistently over 95% of the food collected annually is actually redistributed. The total weight of food collected is tracked from year to year.</p> <p><i>Explain your evaluation standards</i></p>	<p>Worth 10/100</p>
<p>6</p>	<p>What are the largest challenges or risks that your project faces, and how will you address these? Maximum 200 words.</p> <p>The largest challenge we have is in the recruitment of volunteer site managers who are a key component to our success and who are responsible for our day-to-day operations. The site managers require a greater level of commitment and some physical ability as well as a working knowledge of computers. Food Rescue had some key people move out of Yellowknife over the past year and while we always wonder if we will be able to find replacements, we always have. Volunteer recruitment is ongoing. The current volunteers are our best resource as they are often passionate about the role Food Rescue plays and keen to recruit more people to help. The local churches have been very supportive and helpful when it comes to keeping Food Rescue in operation.</p> <p>As mentioned above, we do not receive any core funding. This year we were successful in receiving a multi-year funding agreement with the City of Yellowknife. We also received Anti-Poverty Fund support last year, which was very helpful. The funding provided by the United Way in the past has been greatly appreciated and we hope to continue working together in the future. Food Rescue continues to actively search for new sources of funding.</p>	<p>Worth 10/100</p>



	<p>Explain how your organization will ensure sufficient volunteers, independently or in partnership with others; access to required materials and funds; and volunteer supervision and mentoring.</p> <p><i>This measure aims at ensuring your organization has access to the skills, capabilities and resources need for your project.</i></p>	
7	<p>Has this project been offered before? If so, for how long and by who? How has it improved since it started? If this project is new, are there other projects that are similar? If it has not been offered before and it is a good idea, why was it not offered? Maximum 100 words.</p> <p>Since 2008, Food Rescue has been providing food to community organizations that work with vulnerable populations. It operates entirely on donations and volunteers. Due to the growth of Food Rescue, in 2011 we were able to hire a part time driver to collect and deliver donations.</p> <p>The GNWT Donation of Food Act has enabled the local grocers to be active participants. We have a committed group of volunteers and significant community support. All of these factors have contributed to Food Rescue's success.</p> <p>Early in 2016, Food Rescue met and passed the 2,000,000 pounds of food collected since its beginning!</p>	Worth 5/100
8	<p>How will your community know about your project? How will you reach out to the people or groups you are trying to support with your project? Maximum 100 words.</p> <p>There have been a number of newspaper articles written about Food Rescue. On alternate years, we put an advertisement in the Yellowknifer to thank all of our funders, donors and volunteers. We have a Facebook page: Yk Food Rescue that recognizes our sponsors.</p> <p>At the City of Yellowknife's Volunteer Appreciation event this year, Food Rescue held a pancake breakfast. We are hoping to make this an annual event.</p>	Worth 5/100



8	<p>How will your community know about your project? How will you reach out to the people or groups you are trying to support with your project? Maximum 100 words.</p> <p>With respect to Food Rescue, there have been a number of newspaper articles, advertisements and events either about Food Rescue on its own or in partnership with other organizations.</p> <p>With respect to a Site Coordinator position, we have an excellent communication system to inform volunteers of changes and/or events. Our volunteers are passionate believers in what we do and are quick to spread the word as needed.</p> <p>Our kitchen/site managers will be in touch with our food donors and recipient organizations to inform them of any changes that may happen.</p>	Worth 5/100
9	<p>How will you acknowledge United Way NWT and how we have helped financially with the project? Maximum 100 words.</p> <p>The United Way will continue to be acknowledged in the Food Rescue thank you ad in the Yellowknifer, the most recent being Nov 4, 2016.</p> <p>Food Rescue has participated in United Way campaigns in the past and is happy to participate again. Our volunteer Board members have spoken to business groups at different locations.</p> <p>Whenever we are in a position to speak in public about Food Rescue, we include our major financial supporters, which includes the United Way NWT.</p> <p>Contributions from the United Way are reported at our Food Rescue AGM.</p>	Worth 5/100

BUDGET (Please include contributions from other partners or any in-kind support valued at the actual cost)

Project Revenues		Project Expenses	
Corporate and Individual Donations	\$15,000	Vehicle	\$1,500
Special Donations	32,500	Driver	34,500
Recycling	1,200	Utilities + telephone	9,700



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		Administration	1,700	
TOTAL REVENUES: \$48,700		TOTAL EXPENSES: \$51,750		

NET PROFIT/LOSS: \$-3,050 loss*

*we likely overestimated our "special donations" line as the Anti-poverty Fund contribution was less than anticipated

AUTHORIZATION

Prior to signing, please ensure that you have:

- Completed the application form for this project;
- Attached the organization's most recent financial statements;
- Attached a list of board members, with mention of any vacant positions;
- Committed to providing United Way NWT with a verbal or written report of the project's progress or success within 6 months of receiving any funding.

Failure to include any of the above will affect the outcome of the application review.

Name of Official Representative:
Ed Hoeve

I certify that to the best of my knowledge, the information provided in this application is accurate and complete and that this funding request is endorsed by the organization I represent.

Signature:

Date:

December 2, 2016

Please send the completed application form plus all required documentation to office@nwt.unitedway.ca or PO Box 1145, Yellowknife, NT, X1A 2N8.

office@nwt.unitedway.ca | www.nwt.unitedway.ca
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Supplemental Application – Multi-Year Funding

Based on United Way NWT's experience it is **continuing** a larger multi-year funding program. The maximum term is three years. The maximum amount is \$45,000 allocated in three annual distributions of up to \$15,000.

Continued funding is subject to the demonstrated annual performance of the applicant, the filing of annual financial and project reporting, and the continued availability of adequate United Way NWT funds.

United Way anticipates approving one and possibly two such pilots. Normally applicants are limited to one funding application.

Applicants for multi-year funding may also apply for single year funding up to the cap of \$7,500. The two applications must be for different projects. The \$7,500 application will only be considered if the multi-year application is not.

Applicants for the multi-year funding are asked to use the same application form. However, they are expected to complete it with **much more detail**. United Way reserves the right to come back to applicants for clarification or with additional questions. In addition to completing the standard application, multi-year funding applicants must provide:

1. Three years audited financial statements
2. Your organization's business or strategic plan
3. The project's business/implementation plan, including the budget with sources and uses of funds
4. Letters confirming partnership from any partners that are contributing to the proposed project
5. Identify the key positions required to execute the project, who will be filling them, and a provide short biography for each person
6. Proposed disbursement schedule and milestones - what completion and performance milestones need to be met prior to each disbursement being made by the United Way
7. Three letters of community support