

GENERAL INFORMATION

Name of Organization:	Whistler Learning Centre
Society Registration Number:	Society #: S-64840, Charitable #: 796454122 RR0001
Mailing Address:	PO Box 1475, Whistler, BC V0N 1B0
Contact Name & Phone Number:	Suki Cheyne, 604-932-7600
Email Address:	contact@whistlerlearningcentre.com
Grant Amount Issued:	\$5,000

GRANT INFORMATION

Purpose of Grant	<i>Explain in detail how the funding was spent by referencing your grant application form and how the purpose/goals of the grant request were met.</i>
<p>The CEP funding was spent as planned on the salary of the sole permanent member of staff, the Executive Director, who manages the operations of the organisation. The grant enabled the WLC to achieve its planned 2020 goals listed:</p> <ol style="list-style-type: none"> 1) Grow the speaker series: an event about the future impact of Autonomous Vehicles on Whistler was delivered to the community in September and a committee convened to plan the next event on Regenerative Tourism for delivery in spring 2021. 2) Launch an Indigenous cultural awareness course for employers: community delivery has been delayed by COVID-19, however the course content has been updated and hiring of instructors is ongoing with delivery now planned for 2021. 3) Deliver 10+ accredited Business and Leadership courses: in-person courses were canceled or postponed due to COVID-19 safety concerns, however 3 full accredited BCIT courses were successfully adapted and delivered online in 2020 4) Facilitate the delivery of 4+ Environmental courses: COVID-19 safety concerns delayed spring delivery, in-person protocols were developed and WLC assisted UNBC in delivery of 2 Danger Tree Assessor courses in November at the SLCC resulting in new business for them. 5) Coordinate 3 new programs to support mental health in Indigenous communities: program development commenced in 2020, four members of the Lil'wat Nation are currently employed by WLC to develop course content for new programs. 6) Raise the profile of all educational offerings in the Whistler area: throughout spring 2020 when most courses and workshops moved online the WLC promoted all local offerings on its social channels to raise awareness of the new formats and keep the community informed and educated. 7) Continue to deliver a concierge service and host post-secondary courses in Whistler: the WLC continues to work with Higher Education Institutions to develop local course offerings and bring new educational business to Whistler. New for 2020 is a partnership with Vancouver Community College to offer ITA trades training locally and new custom programming has been developed for a corporate client through the concierge service. 	

Was This a New Program or Activity?	<i>If yes, please describe if the program was a success or needs improvement, and if it will continue in future years.</i>
<p>The WLC continues to build a strong foundation for life long learning for the benefit of the Whistler community. 2020 saw the WLC adapt to changing public health protocols to successfully offer adapted existing programs as well as new programming.</p>	

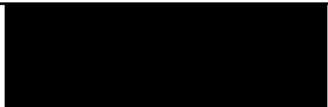
GRANT INFORMATION

Grant Results – Financial Breakdown			
	Annual Budget (\$)	Grant <u>Awarded</u> (\$)	<i>Provide a brief description of the specific amount that was spent.</i>
Salaries:	72,000	5,000	
General operations:	14,850		
One-time project / program:	5,000		
Physical asset(s):	NA		
Rent (RMOW facilities):	NA	N/A	
Rent (other facilities):	5,040		
Other:			
Totals	\$ 96,890	5,000	5.1% <i>(Grant amount ÷ Annual budget amount)</i>

Additional Information:	<i>Please list any additional information regarding your grant that you would like to report.</i>
	<p>The activities of the WLC enrich the Whistler community by removing barriers to education, increasing access to educational offerings, and exposure to thought leadership. Our successes have been a result of developing strong relationships with the Lil'wat Nation, local businesses, non-profits, the RMOW, Whistler community members, and accredited post-secondary institutions. These relationships have been especially important in 2020 where collaboration has resulted in the development of new programming; providing the local community with new skills and knowledge will have a positive impact on the local workforce moving forward and post-COVID-19 economic recovery. Growth and delivery of WLC activities and programs remains directly linked to resources. The 2020 CEP grant contributed to the development the offerings outlined in this report, these programs will continue to grow and evolve to meet the changing needs of the community as funding allows. Thank you.</p>

Attachments:	<i>Please indicate the attachments you are including with your Grant Reporting Form:</i>
<input checked="" type="checkbox"/> A financial breakdown showing how the grant funds were spent. (Required) <input checked="" type="checkbox"/> Copies of receipts showing how the grant was spent. (Required) <input type="checkbox"/> Copy of a news release or organizational collateral recognizing the RMOW as a supporter. (Ex: social media posts, website content, printed collateral, newspaper ads, etc.) (Required only if your organization received \$10,000 or more) <input type="checkbox"/> Other: <input style="width: 600px; height: 20px;" type="text"/> <input type="checkbox"/> Other: <input style="width: 600px; height: 20px;" type="text"/>	

ORGANIZATION AUTHORIZATION:

Submitted by:	Suki Cheyne
Phone number:	604-932-7600
Email:	contact@whistlerlearningcentre.com
Date:	30 November 2020
Signature:	

Thank you for submitting your Community Enrichment Program Grant Reporting Form.

Please contact the Legislative Services Department at corporate@whistler.ca if you require any assistance.

Personal and third party information provided in this application form is collected under the authority of Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. Should you have any questions regarding the collection, use and disclosure of this information please contact the Legislative and Privacy Coordinator at 604-935-8118 or at 4325 Blackcomb Way, Whistler, B.C.VE8 05X

**Payroll Deductions Online Calculator
Result**

Employee's name: ██████████
 Employer's name: Whistler Learning Centre
 Pay period frequency: Monthly (12 pay periods a year)
 Date the employee is paid: 2020-09-30 (YYYY-MM-DD)
 Province of employment: British Columbia
 Federal amount from TD1: Minimum - 13,229.00 (Claim Code 1)
 Provincial amount from TD1: Minimum - 10,949.00 (Claim Code 1)

Salary or wages income		3,851.00	
Total cash income			3,851.00
Taxable income for the pay period		3,851.00	
Pensionable earnings for the pay period		3,851.00	
Insurable earnings for the pay period		3,851.00	
Federal tax deduction	359.57		
Provincial tax deduction	145.99		
Total tax deductions on income		505.56	
CPP deductions		186.87	
EI deductions		60.85	
Total deductions			753.28
Net amount			3,097.72

Year-to-Date Amounts	Inputted Value	Total for this Record
Pensionable earnings	34,660.00	38,511.00
CPP contributions	1,697.19	1,884.06
Insurable earnings	34,660.00	38,511.00
EI premiums	547.64	608.49

Employer Remittance Summary

Employee's name: ██████████
 Date the employee is paid: 2020-09-30 (YYYY-MM-DD)

Employee CPP contributions	186.87	
Employer CPP contributions	186.87	
Subtotal of Canada Pension Plan (CPP)		373.74
Employee EI contributions	60.85	
Employer EI contributions	85.19	
Subtotal of Employment Insurance (EI)		146.04
Tax deductions		505.56
For this calculation, remit this amount		1,025.34

The printed calculations created by PDOC are **not intended to be used as a statement of earnings**. Please contact your employment standards representative for all of the information legally required on a statement of earnings specific to your province or territory.

Payroll Deductions Online Calculator Result

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EI deductions	60.85	
Total deductions		753.28
Net amount		3,097.72

Year-to-Date Amounts	Inputted Value	Total for this Record
Pensionable earnings	38,511.00	42,362.00
CPP contributions	1,884.06	2,070.93
Insurable earnings	38,511.00	42,362.00
EI premiums	608.49	669.34

Employer Remittance Summary

Employee's name: ██████████
 Date the employee is paid: 2020-10-30 (YYYY-MM-DD)

Employee CPP contributions	186.87	
Employer CPP contributions	186.87	
Subtotal of Canada Pension Plan (CPP)		373.74
Employee EI contributions	60.85	
Employer EI contributions	85.19	
Subtotal of Employment Insurance (EI)		146.04
Tax deductions		505.56
For this calculation, remit this amount		1,025.34

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WHISTLER LEARNING CENTRE 2016 - 2021 BUDGET
YEAR END 30 JUNE

REVENUE	2018-19 BUDGET	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ACTUAL	2020-21 BUDGET***	2020-21 ACTUAL*
Commissions (Post Sec/Prof Dev)	5,326	75	160	4,202	8,800	3,637
Service/Membership Fees	0	27,771	27,771	12,680	4,600	0
Independent Courses	8,778	4,362	6,000	450	1,140	0
Sponsors/Donations	119,000	45,000	45,000	17,398	7,000	3,518
Grants	5,000	6,500	13,000	102,483	58,000	7,203
Speaker Series/Lectures	40,000	0	15,000		4,000	870
Miscellaneous (interest & CEWS)	0	0	0	57,000	0	16,351
TOTAL	\$178,104	\$83,708	\$106,931	\$194,212	\$83,540	\$31,578

EXPENDITURES						
Advertising/Marketing	5,000	499	2,000	1,411	1,500	329
Bank Charges	200	191	100	54	100	80
Consulting/Contracting**	3,000	0	3,000	246	400	0
GST	1,000	473	1,000	852	1,000	-274
Insurance	1,900	1,900	2,000	1,950	2,000	0
Meeting Costs	3,000	171	1,000	180	500	81
Office	5,040	4,575	5,040	3,526	2,520	165
Program Supplies/Programming	5,000	3,665	5,000	3,984	2,500	7,726
Professional Fees (Legal/Account)	5,500	3,777	3,000	3,539	4,000	1,836
Salaries & Benefits	72,000	64,482	72,000	58,261	66,400	19,252
Telephone & Internet	1,050	1,071	1,050	965	1,100	185
Travel	500	123	500	26	200	0
Volunteer Appreciation	1,000	0	500	0	500	0
Website Development/ Maintenance	1,500	443	700	269	400	0
TOTAL	\$105,690	\$81,370	\$96,890	\$75,262	\$83,120	\$29,382

NET SURPLUS/(DEFICIT)	\$72,414	\$2,338	\$10,041	\$118,950	\$420	\$2,196
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NET ASSETS BEGINNING OF YEAR	\$5,843	\$5,843	\$8,181	\$7,993	\$126,943	\$126,943
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NET ASSETS END OF YEAR	\$78,257	\$8,181	\$18,221	\$126,943	\$127,363	\$129,139
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* At Nov 30, 2020

** ED was a consultant in YE 2017, now FT position in Salaries & Benefits

*** RMOW \$50,000 FFS included in grants income in Budget

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

chequing account balance =	\$11,023.92
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