

GENERAL INFORMATION

Name of Organization Requesting Grant: <i>(Please list parent/sponsor organizations in parenthesis)</i>	Whistler Institute (of Learning Society)
Society Registration Number:	Society #: S-64840, Charitable #: 796454122 RR0001
Organization Mailing Address:	PO Box 1475, Whistler, BC V0N 1B0
Contact Name & Title:	Suki Cheyne, Executive Director
Organization Phone Number:	604-932-7600
Organization Email Address:	contact@whistlerlearningcentre.com
Organization Purpose or Mandate: <i>(Please provide this answer in one sentence.)</i>	Facilitate and create learning opportunities in Whistler.

ORGANIZATION INFORMATION

How many years has the organization existed?	5
How many active members/participants does the organization have in the current year?	Not a membership organization. Estimated number of participants for 2021 programs is 718.
How many volunteers/executive/staff are required to administer the organization in the current year?	9 volunteer Board Directors, 1 paid PT Executive Director, 4 casual project based staff
Age range of participants in the organization:	16+ years
Please list active website URLs and active social media accounts (Facebook, Twitter, Instagram, etc.):	Web: whistlerlearningcentre.com Facebook: facebook.com/whistlerlearningcentre Twitter: WhistlerLCentre, Instagram: whistlerlc
Can anyone join the organization or participate? If no, please specify the restrictions and requirements for membership or participation:	All adults (16+) can access courses, workshops, and events facilitated by the Whistler Institute (previously Whistler Learning Centre)
Does the organization have any outstanding debts or other means of funding from the RMOW? If yes, please state the amount and reason:	No

GRANT INFORMATION

1. Purpose of Grant:	<i>Explain in detail how the funding will be spent. Please refer to Council Policy A-7 Community Enrichment Program, available at www.whistler.ca/cep for funding criteria and eligibility. Please be as concise as possible using the space below.</i>
<p>The Whistler Institute is a registered non-profit society with Charitable status focused on facilitating and creating learning opportunities to enhance the Whistler community. An Executive Director (ED) works to fulfill the goals of the business plan. This application is for 2 purposes:</p> <p>1) To support the salary of the sole year-round member of staff, the ED, who manages the operations of the organization. The core activities of the ED are to: a) develop a diverse, year-round program of courses for local and visiting learners; b) network and partner with the Whistler community and educational institutions; c) promote learning as pillar of the Whistler brand; d) use a 'concierge service model' to connect teachers and students with purveyors of services in Whistler; e) create a virtual campus for teachers and students using Whistler's infrastructure.</p> <p>2) To hire an organization to design and develop a replacement website to: a) improve communication about the activities, events, and programs of the Whistler Institute and the organizations it supports; b) improve the registration for, and delivery of, online events and programming; and c) reflect the recent society name change from Whistler Learning Centre to Whistler Institute.</p>	

2. Is This a New Program or Activity?	<i>If yes, what are your targets and goals for this program/activity?</i>
<p>The Whistler Learning Centre has been developing lifelong learning opportunities for the benefit of the community since 2015, changing name to the Whistler Institute in January 2020. The goals for 2021 are to grow the speaker series, launch an online version of the Indigenous & Intercultural awareness course, deliver 6+ accredited Business and Leadership courses, facilitate the delivery of 4+ Environmental courses, finalize and deliver peer support and life skills programs to support mental health in Indigenous communities, coordinate the creation of an ITA Professional Cook Training Program in the S2S region, develop a new website to support programming, continue to raise the profile of educational offerings in the Whistler area, and deliver a concierge service to host post-secondary courses in Whistler.</p>	

3. Current Year Highlights and Community Benefits:	<i>Detail the specifics of activities and community benefits your organization provides.</i>
<p>2021 activities will benefit the community in the following ways: the 'Global Perspectives' speaker series brings thought leadership to Whistler to engage and inform residents and visitors on global themes that will impact Whistler. Indigenous cultural awareness and wellness programs will build stronger relationships between Lil'wat and Whistler communities, improve mental wellness in Indigenous communities, develop the local workforce. Accredited Business & Leadership (BCIT) and Environmental (VIU, UNBC) courses and ITA Cook training provide professional development for local workforce, increase staff retention, remove travel & time cost barriers to post-secondary education, provide access to local accredited education. A continued concierge service for educators supports sustainable diversification of the local tourism economy and provides professional development, general interest, and accredited education opportunities to local residents and visitors. Promotion of local educational opportunities through a new website will support local service providers and assist individuals in identifying programming to achieve their learning goals.</p>	

4. Existing Funding and Grant Applications:	<ol style="list-style-type: none"> 1. <i>List the specific grants, funding and fundraising planned, approved or pending for the existing year, and</i> 2. <i>Please also list rejected or non-approved funding (with reasons).</i>
<p>The Whistler Institute is applying to: The Whistler Community Foundation for \$3,000 (application pending) The RMOW's Community Enrichment Program for \$10,000 (application pending)</p>	

GRANT INFORMATION (CONTINUED):

5. Grant Request Amounts and Financial Breakdown:		<i>Please ensure numbers provided in this table coincide with the required financial documents you provide in your application.</i>	
	Annual Operating Budget	Grant Requested	<i>Provide a brief description of the specific amount requested. (Ex: Products, services, staffing roles, advertising, etc.)</i>
Salaries/contracts:	66400	7000	Staffing costs
General operations:	11220		
One-time project / program:	5500	3000	Website re-design
Physical assets:	0		
Rent (RMOW facilities):	0	N/A	
Rent (other facilities):	0		
Other:			
Total	\$ 83120	\$ 10000	<u>12</u> % <i>(Grant request ÷ Annual budget amount)</i>
<i>Reminder: The grant amount requested cannot be more than 50% of the annual operating budget of the organization.</i>			

6. Additional Information:	<i>Please list any additional information, details or explanations regarding your grant request that you would like to be considered by Council.</i>
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Through partnerships with post-secondary institutions, independent educators, and local organizations the Whistler Institute is working towards making lifelong learning a pillar of the Whistler brand by: Enhancing the local community; Developing the workforce; Building capacity; Enabling community members to remain in Whistler while pursuing post secondary education; Assisting the RMOW to meet their Learning and Education goals to advance learning and education opportunities as laid out in the draft Official Community Plan and Corporate Plan.

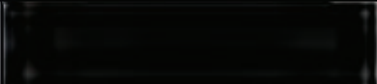
Please note that supporting files and organization addresses/emails refer to both the old society name (Whistler Learning Centre) and new society name (Whistler Institute) as the name change is so recent and the transition is ongoing. The YE 2021 budget was prepared before the pandemic when we were hoping to apply to the RMOW for a FFS, given the pandemic we never did but the budget that was voted on contains this detail. The actuals for YE 2021 reflect this loss in income. The budget has a fiscal year which runs until end of June 2021, grants will be significantly down for 2021, CEP and WCF applications will make up some of the lost grant revenue.

7. Attachments:	<i>Please indicate the attachments you are including with your Grant Application Form:</i>
<input checked="" type="checkbox"/>	Financial Statement (audited preferred) or Organization Budget (Required)
<input checked="" type="checkbox"/>	Proof (copy) of registered not-for-profit society status or registered charity status (Required)
<input checked="" type="checkbox"/>	Global Perspectives:Regenerative Tourism event outline, May 2021
<input checked="" type="checkbox"/>	Confirmation of society name change

COMMUNITY PERFORMANCE INDICATORS

<p>Please list how your organization may improve Community Performance Indicators:</p>	<p>First, please visit www.whistler.ca/monitoring to learn about the five priority areas of Whistler's <i>Community Performance Indicators</i> (CPI):</p> <ol style="list-style-type: none"> 1. <i>Enriching Community Life</i> 2. <i>Enhancing the Resort Experience</i> 3. <i>Protecting the Environment</i> 4. <i>Ensuring Economic Viability</i> 5. <i>Partnering for Success</i> <p>Secondly, identify how your grant (or organization) may improve any CPIs described in the five areas listed above.</p> <p>Note: Each priority listed above has numerous areas of measurement to choose from and all are listed with their existing statistical trend at www.whistler.ca/monitoring</p>
<p>Example: This grant addresses the priority of “Enriching Community Life” because it improves personal health status, a sense of belonging and increases resident volunteer rates. Specifically, this is because...</p>	
<p>The activities of the Whistler Institute are enriching community life by providing access to enhanced learning opportunities. These learning opportunities: support and develop the workforce with access to locally delivered accredited programs; contribute to ensuring economic viability by increasing the level of education of local residents; support sustainable diversification of the local tourism economy; and nurture and promote a learning culture. Through partnerships the Whistler Institute provides bursaries to remove financial barriers to education to make learning accessible to everyone.</p>	

GRANT APPLICATION AUTHORIZATION:

Submitted by:	Suki Cheyne
Phone number:	604-932-7600
Email:	contact@whistlerlearningcentre.com
Acknowledgement:	<input checked="" type="checkbox"/> I confirm that the information provided in this CEP Grant Application Form is true; <input checked="" type="checkbox"/> I confirm that a representative is required to present this grant request at a future Council Meeting; <input checked="" type="checkbox"/> I confirm that if any amount is granted that the the Grant Reporting Form is due by December 1 of this year; <input checked="" type="checkbox"/> I confirm that if any amount is granted it will be used only for its intended purpose unless otherwise approved by Council.
Signature:	

Funding decisions will be announced during a Regular Council Meeting in April 2021.

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



CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that WHISTLER LEARNING CENTRE SOCIETY was incorporated under the Society Act on November 18, 2015 at 11:41 AM Pacific Time.

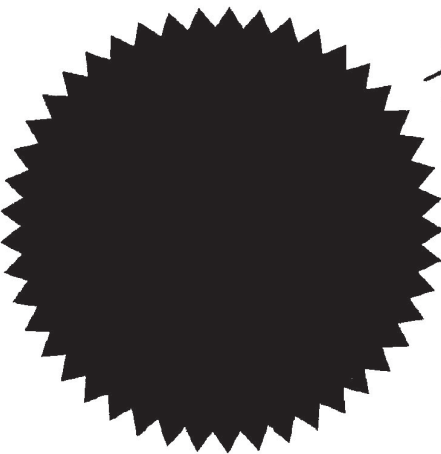
PETER D. SHRIMPTON
Barrister & Solicitor, Notary
MOUNTAIN LAW CORPORATION
#200 - 1410 Alpha Lake Road
Whistler, B.C. V0N 1B1
Tel: (604) 938-4947 Fax: (604) 938-0471

I hereby certify that the within
Instrument is a true and correct copy
of the original document of which
it purports to be a true copy.
Certified this 23 day of November 2015

*Issued under my hand at Victoria, British Columbia,
on November 18, 2015*



CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA





RECEIVED

SEP 14 2018

Anders I. Ourom
Lawyer
Whistler Learning Centre Society
Post Office Box 72013
Sasamat R.P.O.
Vancouver BC V6R 4P2

Our file
3060705

September 6, 2018

**Subject: Notification of registration as a charity
Whistler Learning Centre Society**

Anders I. Ourom,

We are pleased to inform you that Whistler Learning Centre Society meets the requirements for tax-exempt status as a registered charity under the Income Tax Act.

Along with the privileges of registered status come some obligations. This letter includes important information about how a registered charity is required to operate and what it is obligated to do.

Please take the time to review this information and keep this letter for future reference.

You should also give a copy of this letter and any enclosed materials to the person responsible for filling out Whistler Learning Centre Society's annual Form T3010, Registered Charity Information Return.

If you have questions, please call our Client Service Section at **1-800-267-2384**.

Yours sincerely,

for Nhu Ha
Charities Analyst
for Tony Manconi
Director General
Charities Directorate

Registration information for Whistler Learning Centre Society

Official name: Whistler Learning Centre Society

Business number: 79645 4122 RR0001

Effective date of registration: July 1, 2018

Designation: Charitable Organization

Reason for registration:

We granted the charity charitable registration based on the information it gave in its application and on the purposes in its governing document of March 2, 2017, issued under the Societies Act of British Columbia. The charity should have a governance structure in place that makes sure it meets all the requirements of maintaining charitable status. This includes regularly reviewing the purposes in its governing document.

Fiscal period end: June 30

Due date for first Form T3010, Registered Charity Information Return:

December 31, 2019, for the fiscal period ending June 30, 2019.

NH/jc



CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

CAROL PREST

CONSTITUTION ALTERATION APPLICATION (CHANGE SOCIETY NAME)

BC Society • Societies Act

NAME OF SOCIETY: WHISTLER INSTITUTE OF LEARNING SOCIETY

Incorporation Number: S0064840

Business Number: 79645 4122 BC0001

Filed Date and Time: January 26, 2021 01:03 PM Pacific Time

SPECIAL RESOLUTION DATE

I, Anders Ourom, confirm that the Society passed a Special Resolution to adopt the changes as outlined below.
Special Resolution Date: January 25, 2021

SOCIETY NAME

Current Name:
WHISTLER INSTITUTE OF LEARNING SOCIETY

Previous Name:
WHISTLER LEARNING CENTRE SOCIETY

CERTIFICATION

I, Anders Ourom, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.

