

MUNICIPALITY OF BARRINGTON – GRANTS TO ORGANIZATIONS

APPLICATION FORM

NAME OF APPLICANT ORGANIZATION: Cape Sable Historical Society
 CONTACT PERSON: Samantha Brannen
 ADDRESS: 2401 Hwy 3 Barrington
 TELEPHONE: 902-637-2185 EMAIL: barrmuseum.director@gmail.com
 NS REGISTRY OF JOINT STOCKS NUMBER: #1347622 NS Ltd.
 FEDERAL CHARITABLE STATUS NUMBER: 106871262 RR0001

If you do not have either of the above numbers, provide the name and contact information of the organization that you are affiliated with: _____

1. PLEASE INDICATE THE GRANT AMOUNT FOR WHICH YOU ARE APPLYING:

\$ 4300.99

2. IF YOU ARE APPLYING FOR FUNDING FOR A CAPITAL PROJECT/PROGRAM/SERVICE, PLEASE LIST ALL SUPPORT THAT HAS BEEN APPLIED FOR (monetary and in-kind):

FUNDING BODY	REQUESTED	CONFIRMED
FEDERAL GOVERNMENT (List Dept/Agency)	\$	\$
	\$	\$
	\$	\$
	\$	\$
PROVINCIAL GOVERNMENT (List Dept/Agency)	\$ 9799.43	\$
	\$	\$
	\$	\$
	\$	\$
MUNICIPAL GOVERNMENT	\$ 4300.99	\$
	\$	\$
	\$	\$
	\$	\$
OTHER FUNDERS Cape Sable Historical Society	\$	\$ 1266.48
	\$	\$
	\$	\$
	\$	\$

3. PLEASE IDENTIFY THE COMMUNITY, AREA AND/OR GROUP(S) YOUR ORGANIZATION SERVES:

The Cape Sable Historical Society operates four museological sites in the historic district of Barrington. These sites form the Barrington Museum Complex, a key visitor destination within the Municipality of Barrington. Each year the CSHS provides safe and rewarding employment to over fifteen residents.

4. PLEASE DESCRIBE YOUR ORGANIZATION'S SPECIFIC PROJECT/PROGRAM/SERVICE (if additional space is required, please attach a separate sheet):

Please See Attached.

5. PLEASE DESCRIBE THE BENEFITS YOUR PROJECT/PROGRAM/SERVICE WILL PROVIDE TO THE COMMUNITY AND/OR MUNICIPALITY:

Please See Attached

6. PLEASE ATTACH A COPY OF THE FINANCIAL STATEMENT FOR YOUR ORGANIZATION.


7. PLEASE LIST YOUR BOARD OF DIRECTORS OR ORGANIZING COMMITTEE MEMBERS:

NAME	POSITION	ADDRESS	TELEPHONE
Jamie Symonds	President	Barrington	635-4006
Bobbi Jo Atkinson	V-President	Shag Harbour	
Chara Ross	Treasurer	Storley Island	
Kathy Johnson	Secretary	Wood's Harbour	
Lillian Perry	Director	Barrington	

8. PLEASE ENSURE YOUR SUBMISSION INCLUDES THE FOLLOWING:

- COMPLETED APPLICATION FORM
- PROOF OF CURRENT REGISTRATION AS A NON-PROFIT OR CHARITABLE ORGANIZATION
- MOST RECENT FINANCIAL STATEMENT
- YOUR ORGANIZATION'S BUDGET FOR THE UPCOMING YEAR OR PROJECT

9. AUTHORIZATION:

Application prepared By:  Sam Brannen 10/05/19
 (Contact Person) Signature Print DD/MM/YY

Board/Committee:  JAMES A. SYMONDS 10/05/19
 (Signing Officer) Signature Print DD/MM/YY

10. SUBMISSION:

MAIL: MUNICIPALITY OF THE DISTRICT OF BARRINGTON
 GRANTS PROGRAM
 P.O. BOX 100
 BARRINGTON, NS
 BOW 1E0

EMAIL: info@barringtonmunicipality.com

DROP OFF: 2447, Highway #3, Barrington, NS

ONLINE: www.barringtonmunicipality.com

Connecting the Barrington Museum Complex

The Cape Sable Historical Society has developed a two-phased project that will create a cultural hub within the Barrington Museum Complex. This first phase of this project is the purchase and installation of communication hardware to provide stable wifi signals to each of the four museum sites, the entrance/exit to the Woodland Multi Use Trail, the Wild Axe Park and the Municipality of Barrington's parking area, greenspace, and public access gazebo situated along the Barrington River. Internet access will enable heritage interpreters at the Complex's museums to conduct research, track visitor information and sales, assist visitors and communicate over a wifi based phone system. In addition, residents and visitors using the trail system and gazebo will have increased motivation to attend events and gatherings within the coverage area. The CSHS will cover all monthly recurring charges to the internet service provider.

Phase two of this project, contingent upon approved funding by a Strategic Development Initiative grant, will involve the installation of a Nova Scotia webcam on the Old Court House and directed toward the Barrington Woolen Mill. Viewers will be able to see the river as it falls over the Mill dam as well as events and activities taking place at nearby properties. We request that the Municipality of Barrington Council approve including the recurring monthly fee of \$129 for a two second refresh (eg. causeway webcam) or \$249 for a live stream with audio capability (eg. Shelburne waterfront webcam), into their budget in exchange for the banner advertising space on this camera's view. The Cape Sable Historical Society will purchase four computers, tablets and security mounting hardware that will enable the museum sites to capture data from engagement surveys, retail and admission sales and feedback as well as conduct research and transcribe archival holdings. With the permission of the Municipality of Barrington, the Society proposes to cover the costs associated with having a charging station and electrical hook up installed adjacent to the riverside gazebo.

Having internet connectivity combined with the hardware to access it throughout the Barrington Museum Complex, will aid in the best practice museum and tourism operations and the sustainability of the Cape Sable Historical Society. This will increase our offerings as a destination, the ability to host events, and to generate revenue through office space rentals at the Old Court House. The Municipality will be better appointed to attract visitors traveling via road or trail through targeted advertisements on the NS Webcam interface. Having the capability to provide an electrical source will increase our collective capacity to offer cultural events at the riverside gazebo greenspace.

This project is in alignment with the Municipality of Barrington's Mission Statement to "encourage the economic growth of the industrial, commercial and tourism industries to maximize employment opportunities and related benefits to our residents." with specific attention to the key strategic areas of Economic growth and Promotion and Support of the Tourism Industry. The province of Nova Scotia's 2017 Cultural Action Plan identifies Excellence in Cultural Stewardship, Driving Awareness and Economic Growth of the Culture Sector and Promoting Creativity and Innovation as key themes to guide future funding. This project will target those goals as well.

Income		
Municipality of Barrington (proposed)		\$4300.99
Province of NS via SDI		\$3799.43
Cape Sable Historical Society		\$1266.48
		\$9366.90



ESTIMATE

Option A - Full coverage/no VOIP

d'Eon Technical Services
25 King Street
Yarmouth, Nova Scotia B5A 2X9
Canada

Mobile: 902-749-6163
www.deontech.net

BILL TO
Barrington Museum Complex
Jamie Symonds

jamie.symonds@gmail.com

Estimate Number: 1

Estimate Date: April 10, 2018

Expires On: April 10, 2018

Grand Total (CAD): \$4,300.99

Items	Quantity	Price	Amount
Hardware Ubiquiti Unifi Controller	1	\$160.00	\$160.00
Hardware Ubiquiti Unifi AC Mesh Pro MIMO Outdoor AP	3	\$360.00	\$1,080.00
Hardware Ubiquiti UAP-AC-Lite	1	\$149.99	\$149.99
Hardware Ubiquiti LiteBeam AC	1	\$170.00	\$170.00
Misc. Installation materials	1	\$150.00	\$150.00
Hardware Ubiquiti Unifi Switch	1	\$610.00	\$610.00
Hardware Ubiquiti Nanostation Loco 5AC	2	\$110.00	\$220.00
Labour 2 technician rate	16	\$75.00	\$1,200.00
Subtotal:			\$3,739.99
HST 15% (704337922RT0001):			\$561.00
Total:			\$4,300.99
Grand Total (CAD):			\$4,300.99

Cape Sable Historical Society
Departmental Income Statement 04/01/2018 to 12/31/2018

	<u>Old Meeting House</u>
REVENUE	
Operational Revenue	
HST Refund	0.00
Merchandise Sales	181.95
Miscellaneous Revenue	0.00
General Admission	652.00
Research Revenue	0.00
Fundraising	0.00
Sale of NSM Passes	0.00
Speciality Programming	160.00
Donations	182.25
Rental Income	0.00
Foreign Exchange	0.00
Interest Revenue	0.00
Memberships to CSHS	0.00
Net Operational Revenue	<u>1,176.20</u>
Total Operational Revenue	<u><u>1,176.20</u></u>
Grants	
CMAP Grant	0.00
Employment Grants	0.00
Inclusive Employment Grant/Rebate	0.00
NSM Grant	56,899.39
Municipal Grants	0.00
Total Grants	<u>56,899.39</u>
Total Grant Revenue	<u><u>56,899.39</u></u>
TOTAL REVENUE	<u><u>58,075.59</u></u>

EXPENSE

Marketing

Advertising & Promotions	96.88
Purchases for resale	0.00
Consignment Purchases	100.00
Yarn Purchases	0.00
Monaris Rental	57.50
Fundraising Supplies	0.00
Total Cost of Marketing	<u><u>254.38</u></u>

Employees

Part-Time Employees	33,462.85
EI Expense	567.26
CPP Expense	1,177.48
WCB Expense	189.83
Volunteer Recognition	33.15
Total Employee Expense	<u>35,430.57</u>

Interpretation

Exhibit Supplies	226.00
Repairs & Maintenance of Exhibits	0.00
Uniforms & Costumes	0.00
Special Programming	17.15
Total Interpretation Expenses	<u>243.15</u>

Site Expenses

Property Taxes	0.00
Repair & Maintenance on Buildings	639.00
Insurance	1,023.66
Custodial Supplies	129.63
Miscellaneous Expenses	46.50
Pest Control	86.00
Utilities	978.36
Grounds Expense	404.76
Total Site Expenses	<u>3,307.91</u>

Management Expenses

Accounting & Legal	207.00
Business Fees & Licenses	12.46
Cash Short/Over	0.00
Courier & Postage	22.85
Office Supplies	87.18
Photocopier Expenses	62.67
Office Furniture & Equipment	1,183.00
Membership Dues	353.95
Telephone & Internet	338.47
Service Charges	150.85
Travel & Entertainment	281.41
Bank Charges	426.43
Visa Fees	0.00
Total Management Expenses	<u>3,126.27</u>

Collections

Research	0.00
Total Collections	<u>0.00</u>

TOTAL EXPENSE	<u>42,362.28</u>
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NET INCOME

15,713.31

Generated On: 01/15/2019

Cape Sable Historical Society
Departmental Income Statement 04/01/2018 to 12/31/2018

CSHS/Old Court House

REVENUE

Operational Revenue

HST Refund	5,281.25	
Merchandise Sales	4,401.35	
Miscellaneous Revenue	1,182.11	
General Admission	872.45	
Research Revenue	710.00	
Fundraising	1,027.00	
Sale of NSM Passes	0.00	
Speciality Programming	333.50	
Donations	5,590.67	
Rental Income	500.00	
Foreign Exchange	95.66	
Interest Revenue	207.07	
Memberships to CSHS	220.00	
Net Operational Revenue		<u>20,421.06</u>
Total Operational Revenue		<u>20,421.06</u>

Grants

CMAP Grant	0.00	
Employment Grants	2,722.50	
Inclusive Employment Grant/Rebate	0.00	
NSM Grant	0.00	
Municipal Grants	500.00	
Total Grants		<u>3,222.50</u>
Total Grant Revenue		<u>3,222.50</u>

TOTAL REVENUE 23,643.56

EXPENSE

Marketing

Advertising & Promotions	147.02	
Purchases for resale	624.76	
Consignment Purchases	184.00	
Yarn Purchases	665.98	
Monaris Rental	57.50	
Fundraising Supplies	199.73	
Total Cost of Marketing		<u>1,878.99</u>

Employees

Part-Time Employees	24,301.65
EI Expense	564.96
CPP Expense	1,006.67
WCB Expense	210.70
Volunteer Recognition	320.00
Total Employee Expense	<u>26,403.98</u>

Interpretation

Exhibit Supplies	25.00
Repairs & Maintenance of Exhibits	197.95
Uniforms & Costumes	0.00
Special Programming	54.78
Total Interpretation Expenses	<u>277.73</u>

Site Expenses

Property Taxes	504.93
Repair & Maintenance on Buildings	2,267.00
Insurance	2,283.68
Custodial Supplies	179.05
Miscellaneous Expenses	496.67
Pest Control	132.00
Utilities	1,210.14
Grounds Expense	316.10
Total Site Expenses	<u>7,389.57</u>

Management Expenses

Accounting & Legal	207.00
Business Fees & Licenses	43.61
Cash Short/Over	0.00
Courier & Postage	38.43
Office Supplies	170.90
Photocopier Expenses	62.67
Office Furniture & Equipment	54.01
Membership Dues	542.91
Telephone & Internet	338.44
Service Charges	992.26
Travel & Entertainment	100.12
Bank Charges	426.03
Visa Fees	6.16
Total Management Expenses	<u>2,982.54</u>

Collections

Research	18.00
Total Collections	<u>18.00</u>

TOTAL EXPENSE	<u>38,950.81</u>
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NET INCOME

-15,307.25

Generated On: 01/15/2019

Cape Sable Historical Society
Departmental Income Statement 04/01/2018 to 12/31/2018

Seal Island Light

REVENUE

Operational Revenue

HST Refund	0.00
Merchandise Sales	793.95
Miscellaneous Revenue	0.00
General Admission	3,156.75
Research Revenue	0.00
Fundraising	0.00
Sale of NSM Passes	0.00
Speciality Programming	0.00
Donations	401.60
Rental Income	0.00
Foreign Exchange	0.00
Interest Revenue	0.00
Memberships to CSHS	0.00
Net Operational Revenue	<u>4,352.30</u>
Total Operational Revenue	<u>4,352.30</u>

Grants

CMAF Grant	7,835.00
Employment Grants	8,596.61
Inclusive Employment Grant/Rebate	1,837.50
NSM Grant	0.00
Municipal Grants	0.00
Total Grants	<u>18,269.11</u>
Total Grant Revenue	<u>18,269.11</u>

TOTAL REVENUE 22,621.41

EXPENSE

Marketing

Advertising & Promotions	96.91
Purchases for resale	0.00
Consignment Purchases	0.00
Yarn Purchases	0.00
Monaris Rental	57.50
Fundraising Supplies	0.00
Total Cost of Marketing	<u>154.41</u>

Employees

Part-Time Employees	29,673.23
EI Expense	689.80
CPP Expense	1,042.70
WCB Expense	219.92
Volunteer Recognition	0.00
Total Employee Expense	<u>31,625.65</u>

Interpretation

Exhibit Supplies	102.71
Repairs & Maintenance of Exhibits	0.00
Uniforms & Costumes	207.53
Special Programming	6.10
Total Interpretation Expenses	<u>316.34</u>

Site Expenses

Property Taxes	230.93
Repair & Maintenance on Buildings	1,099.83
Insurance	0.00
Custodial Supplies	67.95
Miscellaneous Expenses	133.76
Pest Control	0.00
Utilities	1,406.47
Grounds Expense	204.19
Total Site Expenses	<u>3,143.13</u>

Management Expenses

Accounting & Legal	207.00
Business Fees & Licenses	0.00
Cash Short/Over	17.00
Courier & Postage	22.84
Office Supplies	52.42
Photocopier Expenses	45.05
Office Furniture & Equipment	54.01
Membership Dues	70.62
Telephone & Internet	217.84
Service Charges	0.00
Travel & Entertainment	0.00
Bank Charges	406.38
Visa Fees	0.00
Total Management Expenses	<u>1,093.16</u>

Collections

Research	0.00
Total Collections	<u>0.00</u>

TOTAL EXPENSE	<u>36,332.69</u>
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NET INCOME

-13,711.28

Generated On: 01/15/2019

Cape Sable Historical Society
Departmental Income Statement 04/01/2018 to 12/31/2018

Barrington Woolen Mill

REVENUE

Operational Revenue

HST Refund	0.00	
Merchandise Sales	1,911.80	
Miscellaneous Revenue	0.00	
General Admission	2,689.30	
Research Revenue	0.00	
Fundraising	0.00	
Sale of NSM Passes	92.65	
Speciality Programming	110.00	
Donations	172.85	
Rental Income	0.00	
Foreign Exchange	0.00	
Interest Revenue	0.00	
Memberships to CSHS	0.00	
Net Operational Revenue		<u>4,976.60</u>
Total Operational Revenue		<u>4,976.60</u>

Grants

CMAP Grant	0.00	
Employment Grants	0.00	
Inclusive Employment Grant/Rebate	0.00	
NSM Grant	57,619.39	
Municipal Grants	0.00	
Total Grants		<u>57,619.39</u>
Total Grant Revenue		<u>57,619.39</u>

TOTAL REVENUE 62,595.99

EXPENSE

Marketing

Advertising & Promotions	106.78	
Purchases for resale	0.00	
Consignment Purchases	100.00	
Yarn Purchases	88.57	
Monaris Rental	57.50	
Fundraising Supplies	0.00	
Total Cost of Marketing		<u>352.85</u>

Employees

Part-Time Employees	49,138.48
EI Expense	1,085.31
CPP Expense	2,014.35
WCB Expense	297.99
Volunteer Recognition	33.15
Total Employee Expense	<u>52,569.28</u>

Interpretation

Exhibit Supplies	325.07
Repairs & Maintenance of Exhibits	0.00
Uniforms & Costumes	0.00
Special Programming	16.10
Total Interpretation Expenses	<u>341.17</u>

Site Expenses

Property Taxes	0.00
Repair & Maintenance on Buildings	980.22
Insurance	1,024.66
Custodial Supplies	99.33
Miscellaneous Expenses	232.50
Pest Control	86.00
Utilities	1,442.89
Grounds Expense	344.77
Total Site Expenses	<u>4,210.37</u>

Management Expenses

Accounting & Legal	207.00
Business Fees & Licenses	12.48
Cash Short/Over	5.00
Courier & Postage	22.85
Office Supplies	87.19
Photocopier Expenses	62.67
Office Furniture & Equipment	1,202.95
Membership Dues	353.96
Telephone & Internet	509.23
Service Charges	155.71
Travel & Entertainment	281.41
Bank Charges	426.42
Visa Fees	0.00
Total Management Expenses	<u>3,326.87</u>

Collections

Research	0.00
Total Collections	<u>0.00</u>

TOTAL EXPENSE	<u>60,800.54</u>
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NET INCOME

1,795.45

Generated On: 01/15/2019