CALGARY msbca SINCE 1989

Funding Guide
for Members 2017

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1. Introduction

The Malaysian, Singaporean and Bruneian Community Association (MSBCA) is an organization located in Calgary, Alberta. It serves to preserve and promote the cultural heritage of Malaysia, Singapore and Brunei. This is achieved through activities and events which also provide opportunities to build fellowship. While representing the Malaysian, Singaporean and Bruneian community in Calgary, the Association seeks to build a strong relationship with the community-at-large through cultural sharing in the spirit of multi-culturalism. It also serves to provide educational resources and charitable work in support of the development of people in Malaysia, Singapore, Brunei and Canada.

MSBCA is a non-profit, non-religious and non-political organization.

2. Revenue Sources

MSBCA receives revenue from two main types of sources.

TYPE OF REVENUE	EXAMPLES
Internal (largely comprised of members)	Membership fees Fundraisers Donations Rental
External (largely comprised of non-members)	Alberta Gaming and Liquor Commission (AGLC) Corporate sponsors Other donations

3. Two Types of Funds

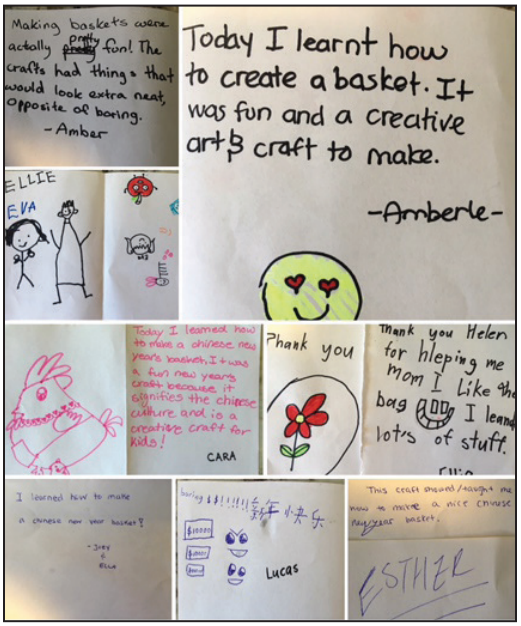
Revenue from all sources are categorized into two funds.

CATEGORY	EXAMPLES OF SOURCES
Gaming funds	AGLC
General funds	All others

4. Member "Start-Up" Projects and Initiatives

The Malaysian, Singaporean and Bruneian Community Association is a volunteer-driven organization. The Board has an important role in community leadership: to support members of the community, to encourage their self-development and education, and to foster individual and group creativity, growth, passion and enjoyment.

In keeping with these goals, the Board encourages all members to take advantage of funding towards any new "start-up" and/or current projects and initiatives. Funding is available subject to eligibility and Board approval. Furthermore, all projects and initiatives are strongly encouraged to exemplify Malaysian, Singaporean and Bruneian (MSB) cultural heritage for educational purposes, cultural promotion and cultural preservation.



5. Gaming Funds Priority Utilization

Gaming funds are to be utilized whenever possible. General funds may be utilized for an activity that is ineligible for gaming funds.

6. Eligibility

Please see following chart for group types, examples of activities, examples of equipment/resources, funding eligibility and limitations. See page 6 for eligibility chart.

Eligibility

TYPES OF GROUPS	EXAMPLES OF ACTIVITIES	EXAMPLES OF EQUIPMENT/RESOURCES*	ELIGIBLE FOR GAMING FUNDS?	ELIGIBLE FOR GENERAL FUNDS?	LIMITATIONS**
Arts & crafts groups	Batik textile art Paper craft Pottery Painting	Equipment/tools Materials & supplies Educational books/videos/resources	Yes	-	-
Cooking groups	Cooking class	Kitchen equipment/cookware Recipe books	Yes	-	Food ingredients expenses must be borne by participants
Dance groups	Dance class	Uniforms/costumes Educational videos/resources Hiring cultural dance instructor (up to $50/hr)	Yes	-	-
Language groups	ESL (English as a Second Language) Malay/Chinese class Translation services Interpretation services	Educational books/videos/resources	Yes	-	-
Music/singing groups	Music/singing class	Educational music/video/resources Musical instruments Audio-visual equipment	Yes	-	-
Recreational/social groups	Table tennis Badminton Board games Camping/hiking	Sport equipment Facility/gymnasium rental Park fees	No	Yes	Expenses or portion of must be borne by participants
Special event – MSBCA (non-cultural)	Community luncheon Community dinner Annual general meeting Other MSBCA-related gathering	Utensils/serving ware Food	No	Yes	Expenses or portion of must be borne by participants
Special event – MSBCA (cultural)	Chinese New Year Diwali Hari Raya Mid-Autumn Festival	Uniforms/costumes Materials & supplies Educational resources Venue rental Hired performances or services	Yes	-	Food/catering expenses must be borne by participants Must apply minimum 8 weeks prior to date
Special event – Private	Private gathering, birthday, wedding, fundraiser	Not applicable	No	No	Subject to rental policies
Volunteer groups	Volunteer conferences, seminar, tutorials Food safety courses First aid courses Board development training	Registration fees & tuition Office supplies Educational resources	Yes	-	Food, parking, accommodation, mileage, etc. are not eligible expenses Local area only
Donations***	Within Alberta to AGLC organizations	Up to $50 000 per year	Yes	-	Charitable organization for community benefit
	Within Alberta to non-AGLC organizations	Up to $5 000 per year	Yes	-	Charitable organization for community benefit
	Outside of Canada	Up to $1 000 per year	Yes	-	Charitable organization towards projects in Malaysia, Singapore or Brunei for community benefit

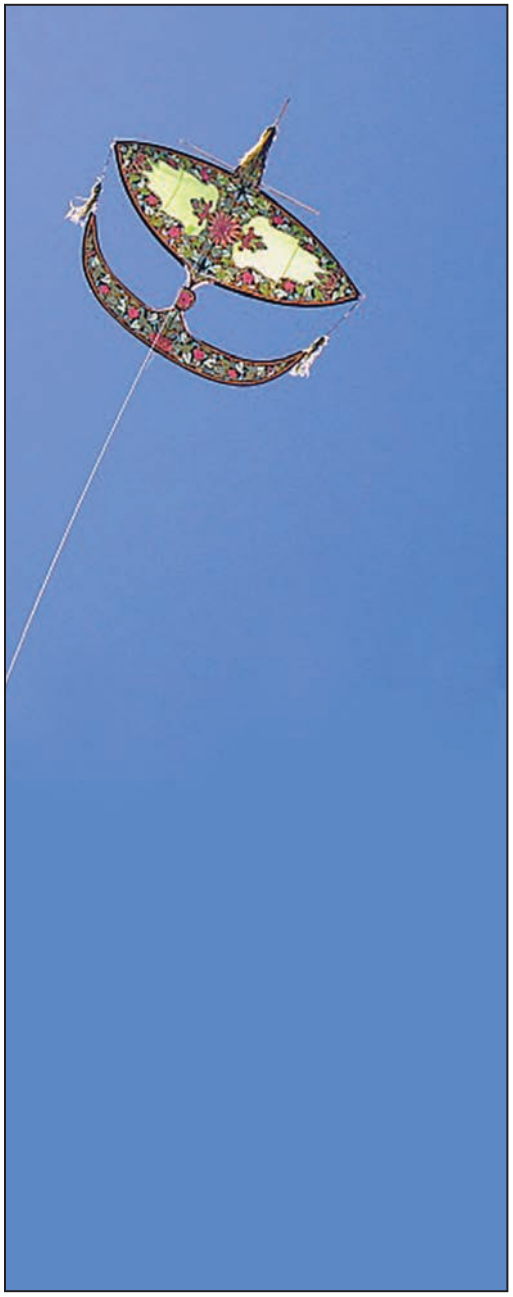
** All equipment/resources/materials to remain property of MSBCA*
***All subject to Board approval*
****May not be used for a political or religious cause*

7. Applying for Funding

All interested parties are encouraged to apply for funding. Applications must contain the following information.

- Type of group
- Number of participants
- Description & objectives
- Does it represent Malaysian, Singaporean or Bruneian cultural heritage? How so?
- Frequency and duration (provide date(s) if possible)
- Location
- Equipment/resources requested
- Individual fee structure if any expenses are to be borne by participants
- If the group desires to be subsidized by general funds to reduce individual fees, please provide a detailed argument.
- If requesting a donation to be made by MSBCA, please provide a detailed argument.

All applications are to the discretion of the Board and any financial constraints.



8. Contact Info

All interested parties may contact the following Board representatives to apply for funding.

Please email **fundingrequest@msbca.ca** and address the respective Board representative.

Types of groups	Board representative
Arts & crafts groups	Helen Ong
Cooking groups	Sandy Chan
Dance groups	Clara Chiew
Language groups	Jonathan Looi
Music/singing groups	Joyce Yit
Recreational groups	Emily Teoh Joyce Yit
Special event – MSBCA	Jonathan Looi
Special event – Private	TBD
Volunteer groups	Patrick Teoh Jesse Cheah
All donations	Jonathan Looi