

## Council Priority Funds – Application

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**PRIORITY FUND INFORMATION – Completed by applicant**

Organization name Strathcona Christmas Bureau  
Address PO Box 3525, Stn Main  
Street and number Subdivision if rural  
City or town Sherwood Park Province AB Postal code T8H 2T4  
Contact person Vince Gatti, President  
Telephone [REDACTED]  
Email address (optional) \_\_\_\_\_

Project type ☐ Event ☐ Project ☒ Expense

Amount requested \$ 13,500

Is the organization receiving other grant funding from Strathcona County? ☐ Yes ☒ No  
If yes – attach details

**Brief description of request**

Supplies to run 2023 Campaign, including office supplies, computer equipment, Depot supplies and trailer storage supplies.

Vince Gatti

Name

9/18/23

Date

**Remember to attach a proposed budget and request letter to this request.**

Number of attached pages 2

**Collection and use of personal information**

Personal information is collected under the authority of s. 33(c) of the *Freedom of Information and Protection of Privacy Act*, and will be used in the administration of your application for Council Priority Funds and for the management of the program. If you have any questions about the collection, use, or disclosure of this information, please contact the Elected Officials Assistant at 780-464-8098.



STRATHCONA  
Christmas  
Bureau

P.O. Box 3525  
Sherwood Park, Alberta T8H 2T4  
Phone: 780.449.5353  
[www.strathconachristmasbureau.com](http://www.strathconachristmasbureau.com)  
E-mail: [scbdec25@gmail.com](mailto:scbdec25@gmail.com)  
[VolunteerSCB@gmail.com](mailto:VolunteerSCB@gmail.com)  
Twitter: @Str\_XmasBureau  
Facebook: Strathcona Christmas Bureau

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September 18, 2023

Dear Members of Strathcona County Council,

Thank you for your consideration of our application for the Council Priority Fund grant. The Strathcona Christmas Bureau was established in 1979 and is run by a volunteer Board of Directors. Each year the Strathcona Christmas Bureau provides grocery certificates and gifts for disadvantaged families who are struggling during the Christmas season.

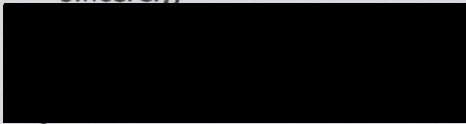
Last year we served 503 families consisting of 1,497 people from Strathcona County. This year will be especially difficult for a lot of families due to increased interest rates and the higher cost of living, and we anticipate this will result in a much higher demand for our services.

We depend solely on donations of money and gifts from businesses and residents of the County. Each year it becomes more and more difficult to raise funds to ensure we can meet the needs of our families at Christmas time. When economic times are tough, charitable donations are often one of the first budget items that businesses and families cut back and this is reflected in the decrease in the number of donations received in the past few years.

We submit this request for the Priority Fund grant to help offset our costs to run the program in order to allow us to use our donations to focus on providing food and gifts to our clients.

Your generous contributions to this great need in our community will be deeply appreciated.

Sincerely,

  
Vince Gatti  
President



<b>BUDGET FOR STRATHCONA CHRISTMAS BUREAU</b>	
<b>2023 APPLICATION FOR STRATHCONA COUNTY COUNCIL PRIORITY FUNDS</b>	
<b>CATEGORY / ITEM</b>	<b>COST</b>
<b>COMPUTERS AND EQUIPMENT</b>	
2 laptops - 1 for fundraising presentations, 1 to replace 2016 laptop that no longer works	
3 sets Bluetooth Headphones – for Hamper intake team	
1 Printer for Hamper Coordinator	
<b>COST ESTIMATE</b>	<b>\$ 2,975</b>
<b>OFFICE AND DEPOT SUPPLIES</b>	
Items such as postage stamps, packing tape, gift wrapping tape, pens, wrapping paper, envelopes, labels, etc. Based on previous year's numbers, we require enough supplies to put together approximately 1400 gift envelopes for youth and adults and wrapping approximately 500 gifts for kids under 12	
Metal Storage Cabinet to replace current broken cabinet	
Replacement warehouse shelving for damaged shelves that no longer meet safety standards	
Bags/boxes for hampers	
Cleaning Supplies for Depot (includes industrial mops, wash buckets, push brooms, cleaning cloths, trash bags, etc.)	
<b>COST ESTIMATE</b>	<b>7,025</b>
<b>TRAILER STORAGE SUPPLIES</b>	
Stackable heavy duty plastic storage boxes for trailer to replace cardboard boxes that are worn and broken. We would like to slowly build up a supply of sturdy tote boxes that can withstand the frequent handling during the SCB campaign, stack nicely in the trailers for storage at the end of the campaign and last several years.	
<b>COST ESTIMATE</b>	<b>\$ 3,500</b>
<b>GRAND TOTAL</b>	<b>\$ 13,500</b>