

Andrea Brown

From: Tim M.
Sent: Monday, December 19, 2005 12:41 PM
To: Bryan Anderson
Subject: iHuman Information



Five month average
expense ove...

Dear Councillor Andersen:

Thank you again for supporting iHuman.

I have taken the liberty of providing you will information pertaining to your questions by creating a bit of a summary surrounding each of the four topics we discussed. I hope that it provides you the information you requested, and a bit more in case you face additional questions. I believe that I have adequately dealt with each topic below. Please let me know if there are additional questions. I would appreciate a response letting me know that you received this information and that the PDF file was accessible on our end. (They have been known not to open - usually when you most need them to open.) You can reach me, at your convenience, on my cell phone - 780 990 9541 I do hope that your efforts tomorrow are successful. Please feel free to call me at any time and ... all else said, the best of the Festive Season to you and yours, according to your traditions. On behalf of iHuman, thank you for your consideration. Sincerely, Tim Mallandaine Executive Director iHuman Youth Society

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MINISTER ZWOZDESKY

iHuman was in trouble when I arrived on the scene in September. We were (and still are) needing support from a great many people. Given the problems at hand (building and funding) I asked someone I know quite well for advice and assistance. I turned to Gene Zwozdesky as a friend and also as a well-known community supporter. Gene immediately made himself available for meetings and phone calls, provided advice, guidance, contact names, grant-related info, process strategies, made several phone calls and direct contacts himself. He became a go-to-person for me who has been and continues to be directly involved in helping iHuman to help our troubled clients - high-risk youth. Gene continues to be an "iHuman champion" for as long as we need him to be. As you are aware, Gene is a proven deliverer and he was also involved in iHuman before I arrived on the scene, although I haven't had an opportunity to chat about history with Gene. I think he got involved sometime in May of last year when Ken Chapman, another good friend of iHuman, first contacted him. In the future, and once we have our new location and funding firmed up, Gene has offered to help us with a major who's-who gala fundraiser c/w silent auction, live auction, deep-pocket guests, star-type performers, etc. I also know Gene has been promoting our cause to virtually everyone and anyone he meets and whom he feels can help make a difference. We came very close to securing a building through his efforts (it was available but not suitable to our special purposes) and that a great many doors have opened as a result of his direct involvement. I am certain that his support is playing a big role in the developing medium and long-range funding opportunities that are coming up.

FUNDING & SUSTAINABILITY

I am dealing with these two matters together as they are part and parcel of the same issue.

Currently, due to a bookkeeping/clerical error, that was only discovered quite recently, we run out of funds at the end of this month. That said, we have placed numerous grants

and have word of incoming funding that should put us back on the path to sustainability. While we have not actually received funding, a number of groups have come forward to help by supporting iHuman.

The general funding problems are typically more acute the more immediate the time-frame. That is to say, we have lots of supporters for long-range support, some (and probably just enough for sustaining the current operational model) in the medium range, while the months of December and January proving the most difficult to fund. We typically like to stay a minimum of one month ahead of our funding needs and usually do a little better than that. Our recent clerical problem has made things a bit more pressing than usual.

I launched two campaigns in November. The first is targeted to position funding for 2006 on a "maintenance" level (\$30,000/month). The second, still not public but evolving quietly, a development campaign to advance our annual operating budget and begin practices that will ensure sustainability. The latter of these two campaigns includes re-working our organization to follow a more institutional business model as well as traditional giving campaigns, special events, etc. and a campaign to build or renovate a permanent facility. I think it is also important to point out that iHuman functioned without any administrative support for a considerable number of months prior to my involvement. This meant that a few critical grant deadlines were missed. I joined the team in September and, as a result of recent efforts (with volunteer support), we have placed a number of grant applications and requests for sponsorship that we are fairly sure will be successful. In combination with incoming private donations and offers of support, the medium to long-range picture looks very good. A few weeks ago, I was also able to convince the Board of Directors to pass a motion to sell memberships to iHuman to the public. This will help to expand the available volunteer and supporter base and help us to track members and donors for future support. We have a number of operating model revisions in the planning stages. These, combined with our campaign efforts, support of some critical champions, board development (just getting underway) and a growing volunteer base will ensure that iHuman remains sustainable for the future. We have begun the process of creating a five-year business plan, the above-mentioned activities contributing substantially to the evolution of a long-term community contributor. FINANCIAL SUPPORT FROM THE CITY Help from the city at this time will build a bridge on two levels. First, it will fill the gap between now and when medium/long-range support becomes available and it will additionally give us the funds necessary to operate and secure a building during the month of January. As you may know, several grants have been awarded but will not be released until we have a facility. The most recent of these is a \$20,000 grant from the Telus Foundation.

BREAKDOWN OF EXPENSES & INFORMATION

I am not sure if your e-mail system is up to a table inserted in an e-mail. For that reason, I have attached an expense-overview table as a PDF file for your convenience. The attached table represents the time from our June yearend to date (excluding December which is just coming together) - July 1st to November 31st. Please note that the last four items pertain to youth support programs. While the actual items and amounts vary depending on the time of year/current needs of the youth, the amounts represented here are in keeping with annual expenditures - educational, medical, dental, basic needs, etc. Often, when there is no program immediately available to help out, we simply have to pay the bill and get to what the youth need to have to go forward with their lives. Operating iHuman is much like having a family of a hundred children, many of whom have special needs and many who often need financial support to meet their basic needs. While we limit these expenses, some expenses are simply not avoidable. When someone has need of an antibiotic and no money, iHuman staff members do what they have to in order to ensure the health and safety of the youth. Coming into January and February, as another example, we often face the need for coats, hats, mitts, warm boots, etc. If we can't find a donor, we have to buy what is necessary to ensure that youth out on the streets don't freeze to death. Generally, operating without a facility, we have kept expenses in check and expect December costs to be about average. A few expenses have gone up. Staff cellular phone use, for example, has skyrocketed and we have to purchase a few more things that we might have simply supplied through use of our facility. Please note that the average indicated on the attached table does not include administration salary costs for two of the five months and that it also does not include facility rent. iHuman occupied a facility free of charge for the past four years. We continue to explore facility options as they are discovered or presented to us. We currently have two spaces we are examining in an effort to solve our "space" problem and are currently conducting another survey to locate appropriate facilities that might be up for lease in January. We expect to begin paying

something in the way of rent as early as January - rent usually due in advance of occupancy. We estimate our base operations at about \$25,000 per month (a functional base) and are allowing for an additional \$5000 per month (estimated) in rent and other facility expenses including operating costs and improvements (paint, etc.). We are now planning for an interim "Information & Referral Centre" which will also have space allotted for fine art and music programs. CLOSING We are well aware of the need to meet funding targets to ensure iHuman continues to contribute to high-risk youth. Support looks very good for medium and long-range efforts. Any and all support for the short run will be very much appreciated.

ITEM	\$	DESCRIPTION
Advertising & Promotions	833.27	Brochures, Copy iHuman Profile, Misc.
Office Expenses, Computer, etc.	12444.34	
Telephone (Included Employee Cell Phones)	1,580.38	
Bank Charges	246.04	
Insurance	1,330.00	
Storage	3,033.60	
Professional Fees	1,850.00	
Honoraria & Project Contracts	3250.00	Drama, music, dance and other workshops
Travel & Training Expenses	315.29	
* Wages & Salaries	70,051.73	Administration, Social Programs & Arts Programs
Source Deductions	17,474.30	
Employee Benefits	1,999.20	
Tuition	7,114.38	Support to youth
Food	1,635.86	Crisis Intervention
Parking & Transportation	1780.19	Youth (Bus Tickets Primarily)
Miscellaneous	5,368.30	Medicine, base necessities, etc.
FIVE MONTH TOTAL	130,306.88	
MONTH AVERAGE	26,061.38	
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