



Generously supported by Vancouver Foundation
Family Independence Fund
Children and Youth with Special Needs Fund

Summary of Proposed Expenditures

Please list the components of your project (i.e. ramp, bathroom, bedroom, vehicle, tracking, cabinets, elevator, etc) and include the estimated costs. Please note your application will be delayed if this information is not provided.

<u>Work/Expenditure</u>	<u>Estimated Cost</u> <i>(including HST where applicable)</i>
1) _____	\$ _____
2) _____	\$ _____
3) _____	\$ _____
4) _____	\$ _____
5) _____	\$ _____
6) _____	\$ _____
7) _____	\$ _____
8) _____	\$ _____
9) _____	\$ _____
10) _____	\$ _____
	Total: _____

Please NOTE:

In accepting financial assistance from the Giving in Action Society, recipients agree to release and hold harmless the Giving in Action Society from any and all liability, loss, damages, claims or actions arising out of or in connection with the use of the renovation project, which includes the willful or reckless misconduct of the vendor/contractor. The Giving in Action Society acts as a third party funder and as such has no role in prescribing, recommending, or selecting a vendor/contractor and in the relationship between the family and vendor.

If you have questions regarding this information please contact Lynn D'Arcy at 604-683-3157 or at lynn@givinginaction.ca. This document is available online at www.givinginaction.ca

Quote Requirements for Renovations:

Applications for construction projects may be assessed by a third party consultant and require detailed information. The *Renovation Budget Sheet* (Form D) can be used as a quote, or if contractors wish to provide their own quote the following information is mandatory. Applications which include this information will be processed more quickly as follow-up will not be required.



- 1) Date of quote (must be within 6 months) and expiry date
- 2) Business license number, contact information, and confirmation of WCB coverage
- 3) Cash allowances for fixtures and square foot pricing for flooring. *Giving in Action grants will only support the use of basic quality materials*
- 4) Cost of permits related to the work must be factored into the quote (i.e. electrical, plumbing, etc)
- 5) Quotes must identify which floor or area the renovation pertains to or if proposed work is outside the existing foot print. (Note: Giving in Action does not fund work that is outside the existing foot print of the home, unless the renovation is for an individual over 16 to facilitate independent living.)
- 6) Drawings (hand drawn or professional) with measurements of the existing structure and of what is proposed. You may also include photos of the current situation.

Quote Guideline for Vehicles or Equipment:

Quotes for vehicles and/or equipment must include the following information:

- 1) Date of quote (no older than 6 months) and expiry date
- 2) Business license number, contact information of supplier
- 3) Spec Sheet for vehicle/equipment with model type and brief description

Giving in Action Society (GIA) makes funding decisions based on the quotes that you submit at the time of application. GIA is not responsible for payments which exceed the approved amount or for items not approved in the original application.

FOR YOUR PROTECTION: Worksafe coverage

When you hire someone to work in your home to meet your personal or domestic needs, you are considered a residential employer. Whether you hire the worker on a full-time, part-time, or casual basis, you *may* need to register for WorkSafeBC insurance coverage. For information about WorkSafeBC See Registration FAQs at www.worksafebc.com or contact the Employer Service Centre at 1 888 922-2768 or 604 244-6181.