



# **BOW VALLEY NON-PROFITS COLLECTIVE**

**SPRING 2024  
ASSET MAPPING RESULTS**

# LAND ACKNOWLEDGEMENT

**WE ACKNOWLEDGE THAT THE LANDS WITHIN THE BOW VALLEY ARE LOCATED ON TREATY 7 TERRITORY, THE TRADITIONAL TERRITORIES OF THE IYÂRHE NAKODA NATIONS (CHINIKI, BEARSPAW, GOODSTONEY), THE BLACKFOOT CONFEDERACY (SIKSIKA, KAINAI, PIKANI), THE TSUUT'INA NATION, THE KTUNAXA, SECWÉPEMC, DENE, MOUNTAIN CREE AND MÉTIS NATION OF ALBERTA DISTRICT 4 WITHIN THE BATTLE RIVER TERRITORY.**

**WE RECOGNIZE THE BOW VALLEY AS A PLACE OF SACRED SIGNIFICANCE, AND WE HONOR THE DEEP SPIRITUAL CONNECTION INDIGENOUS PEOPLES HAVE TO THIS REGION. WE ACKNOWLEDGE THE LONGSTANDING RELATIONSHIPS THEY HAVE MAINTAINED WITH THESE LANDS, WATERS, AND ECOSYSTEMS. WE COMMIT TO LEARNING FROM AND WALKING IN PARTNERSHIP WITH INDIGENOUS COMMUNITIES TO CARE FOR THIS LAND AND BUILD A FUTURE ROOTED IN RESPECT, RECONCILIATION, AND STEWARDSHIP.**



## Who Are We:

**Bow Valley Non-Profits is a platform which supports local grassroots groups, non-profits and charities. It was created by the Town of Banff and Town of Canmore- recognizing the vital role and contributions the local non-profit sector makes in the Bow Valley. This work is collaboratively supported by key strategic partners. The BVNP website ([www.bowvalleynonprofits.ca](http://www.bowvalleynonprofits.ca)) is a central hub for over 225 local non-profits, offering resources, training, grant opportunities, news updates, and a directory of local freelance contractors.**



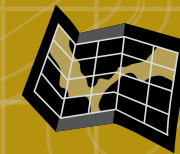
## Where this info came from

- **The information in this document is the summary of many voices from the local non-profit sector who participated in an asset mapping exercise in June of 2024.**
- **The themes and notable findings are a direct reflection of responses received from those in attendance and are consistent with the data collected in the 2023 Bow Valley Non-Profits survey.**



## Why We Did This:

- **Compile and share the information we have heard from the local non-profit sector**
- **Produce a physical document which could identify assets and challenges, shared by members of the non-profit sector**
- **Provide a tool which could be used as a reference point for strategic planning and creative interventions**
- **Make visible the voice of the sector for funders and those who support local non-profits**
- **Catalyze ideas and efforts to address gaps and seize opportunities which improve the vitality of the non-profit sector**



## What it is and how to use it:

- **Each page represents a question asked at the Spring 2024 Collective Event and provides a summary of the responses received.**
- **Top themes based on responses are shown and notable findings highlighted for their importance.**
- **This information can be used as needed by the sector to report on local trends/themes and build case for funding requests.**

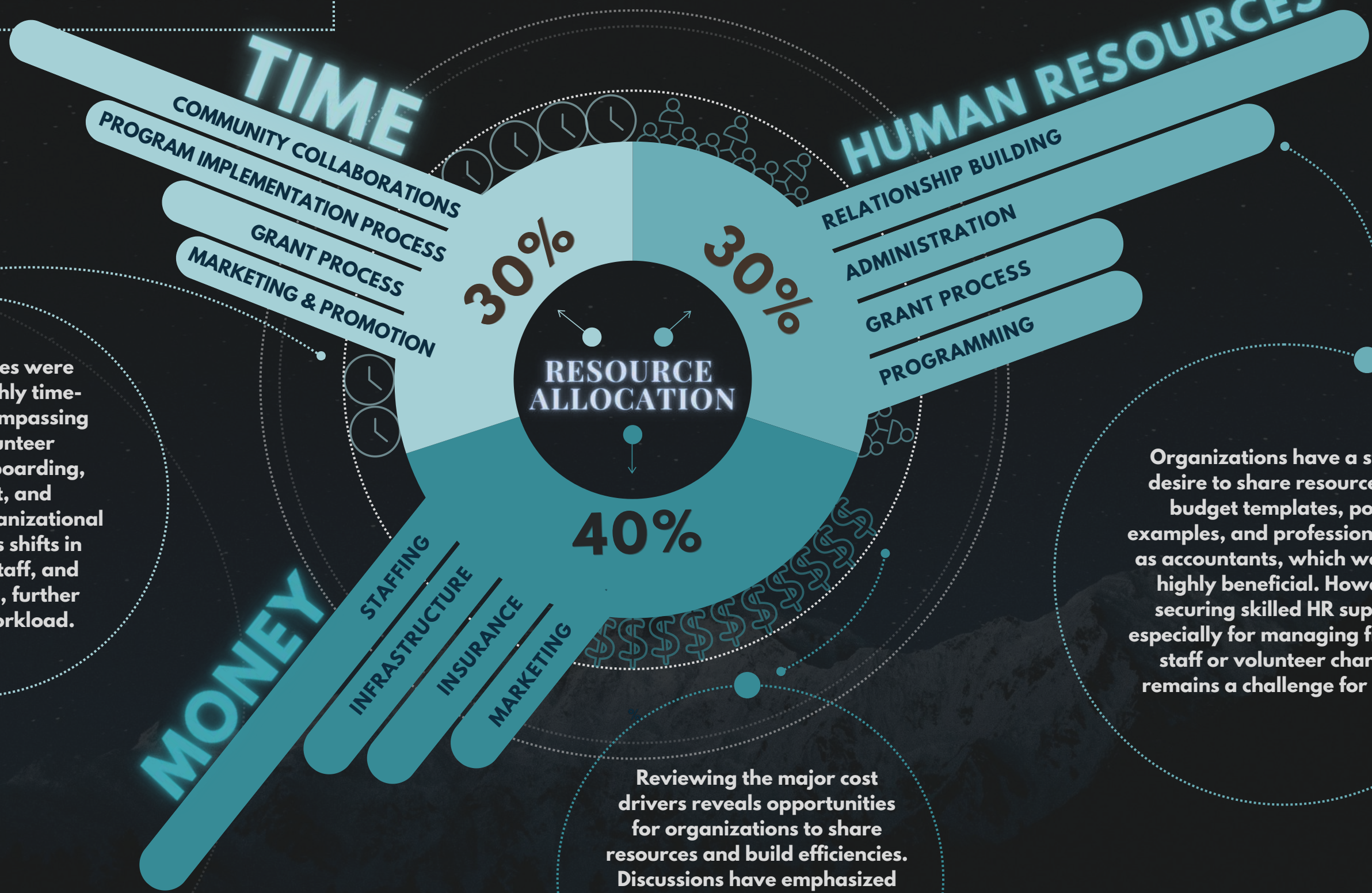
QUESTION 1

WHAT PART OF YOUR ORGANIZATION'S ASSET/PROCESS TAKES MOST OF YOUR:

TIME

HUMAN RESOURCES

MONEY



Human resources were identified as highly time-consuming, encompassing staff and volunteer recruitment, onboarding, management, and appreciation. Organizational changes, such as shifts in management, staff, and Board members, further intensify the workload.

Organizations have a strong desire to share resources like budget templates, policy examples, and professionals such as accountants, which would be highly beneficial. However, securing skilled HR support, especially for managing frequent staff or volunteer changes, remains a challenge for many.

Reviewing the major cost drivers reveals opportunities for organizations to share resources and build efficiencies. Discussions have emphasized the benefits of sharing space, contractors, equipment, and software whenever possible to help alleviate financial pressures on Non-profits.

GRANTS, FISCAL HOSTS, AND MONTHLY MEETINGS HELP NON-PROFITS CONNECT WITH FUNDERS, WHILE MEMBERSHIPS AND FUND DEVELOPMENT ROLES SUPPORT SUSTAINABILITY.

NEWCOMERS AND CULTURAL GROUPS BRING EXPERTISE, TIME, AND NEW PERSPECTIVES, FOSTERING INNOVATIVE AND COMMUNITY-BASED SOLUTIONS TO BOTH LOCAL AND GLOBAL CHALLENGES.

NON-PROFITS BENEFIT FROM SOFTWARE TOOLS (E.G., GIS MAPPING, CANVA) AND SPECIALIZED EQUIPMENT. SHARED RESOURCES LIKE TRANSLATION AND SOCIAL MEDIA PROVIDE HIGH IMPACT WITH MINIMAL EFFORT.

NEWCOMERS & ETHNO-CULTURAL GROUPS

TOOLS & RESOURCES

FUNDING

QUESTION 2

WHAT ARE SOME OF THE MOST VALUABLE RESOURCES YOU USE? WHAT MAKES THEM SO VALUABLE?

PHYSICAL SPACE

RESEARCH & COLLABORATION

HUMAN RESOURCES

SUITABLE, QUIET ENVIRONMENTS ARE OFTEN NEEDED FOR NON-PROFITS AND THEIR CLIENTS. LIMITED ACCESS TO FREE SPACE IS A CHALLENGE. SHARED SPACES BETWEEN ORGANIZATIONS COULD HELP ADDRESS THIS SHORTAGE.

RESEARCH SUPPLIES VALUABLE DATA FOR GRANTS AND VALIDATES LOCAL ISSUES, WHILE BUSINESS AND ORGANIZATIONAL PARTNERSHIPS HELP NON-PROFITS EXPAND RESOURCES, INFRASTRUCTURE, AND REACH.

VOLUNTEERS ARE CRITICAL FOR MAINTAINING SERVICES, INCREASING CAPACITY AND BUILDING RELATIONSHIPS. PAID STAFF BUILD CONTINUITY, PROFESSIONAL EXPERTISE AND RELATIONSHIP LONGEVITY, THOUGH HOUSING AND AFFORDABILITY CHALLENGES IMPACT STAFF RECRUITMENT AND RETENTION.

### QUESTION 3

WHAT PART OF YOUR ORGANIZATION PROCESS OR ASSET WOULD IDEALLY BE ELIMINATED OR OUTSOURCED AND WHY?



# OUTSOURCE

## FUNDRAISING & MARKETING



PROMOTION, GRAPHIC DESIGN, WEB SUPPORT & SOCIAL MEDIA

## HR SERVICES



RECRUITMENT, ADVICE, POLICY IMPLEMENTATION & LEGAL SERVICES

## BUSINESS ADMINISTRATION



FINANCIALS, GRANT MANAGEMENT, BOOKKEEPING & ACCOUNTING

## ORGANIZATION PROCESS

There is a strong, recurring sentiment emphasizing the need for greater capacity in handling the administrative functions of organizations. Many have voiced challenges in finding qualified individuals or affordable contracted services to manage these tasks effectively. This issue is compounded by the fact that many donors prefer to fund programmatic initiatives rather than the operational needs of organizations.

### GRANT WRITING



AN OPPORTUNITY TO SHARE TWO RESOURCES WHICH OTHERS OUTSOURCE



### VOLUNTEER MANAGEMENT



# SHARE

### QUESTION 4

WHAT PART OF YOUR ORGANIZATION ASSET/PROCESS COULD YOU SHARE WITH OTHER ORGANIZATIONS?

## SPACE AND PHYSICAL RESOURCES



SPACE FOR MEETINGS, EVENTS & COMMUNITY ACTIVITIES. A/V AND FOOD SERVICE EQUIPMENT IS HELPFUL

## VOLUNTEER AND RESOURCE POOLS



SHARED VOLUNTEERS, EQUIPMENT, TRANSLATION & INTERPRETATION SERVICES

## POLICY AND STRATEGIC SUPPORT



TEMPLATES FOR PLANNING & CAPACITY BUILDING. FACILITATION & FISCAL AGENT SUPPORT

## DIVERSITY, EQUITY, AND INCLUSION



DEI CONSULTANCY, WORKSHOPS & TRAINING FOR ALL

Strong relationships are vital in the non-profit sector. Knowing key players and finding ways to support and collaborate with them is essential. Clear communication ensures that valuable resources don't go unnoticed, while effective systems help make these strengths accessible without adding burdens to users or providers.

## COLLABORATIONS AND PARTNERSHIPS



SHARING EXPERTISE, FOSTERING CONNECTIONS, CROSS PROMOTION OF EVENTS & COLLABORATION COMMUNITY OPPORTUNITIES

## GRANT FUNDING AND FINANCIAL EXPERTISE



SHARING FINANCIAL TEMPLATES, PROCESSES & FUNDING OPPORTUNITIES. CONNECTING SECTORS FOR COLLABORATIVE GRANTING

## GRANT APPLICATIONS



GRANT WRITING, SUPPORTIVE DATA COLLECTION, EVALUATION & REPORTING

## VOLUNTEER MANAGEMENT



RECRUITMENT, SUPPORT & RECOGNITION

## IT SUPPORT



WEBSITE BUILDING, SOFTWARE & IT MANAGEMENT

# QUESTION 5

WHAT ORGANIZATIONAL PROCESS OR ASSET ARE YOU MOST CONFIDENT ABOUT AND WHAT ARE YOU LEAST CONFIDENT ABOUT ?

## MOST CONFIDENT

## LEAST CONFIDENT

HUMAN RESOURCES & RELATIONSHIPS

SERVICES

SYSTEMS & PROCESSES

MARKETING & COMMUNICATIONS

FUNDING & FUNDRAISING

MARKETING & COMMUNICATIONS

CAPACITY

KNOWLEDGE DATA

STRONG CULTURE OF VOLUNTEERISM, COMMITMENT, WELL-ESTABLISHED BOARDS AND COMMITTEES, AND AN ABILITY TO IDENTIFY CONNECTIONS AND FOSTER COLLABORATION

STRENGTH IN PROGRAMMING AND SERVICE DELIVERY, STRONG REFERRAL PATHWAYS, ADAPTIVE OFFERINGS, AND FINANCIAL MANAGEMENT, WHILE ENSURING ACCESSIBILITY THROUGH LOW-BARRIER PROCESSES

GRANT WRITING CAPABILITIES, COLLABORATION WITH FUNDERS, AND EVENT PLANNING SKILLS

COMMUNICATION GAP BETWEEN DONORS & ORGANIZATIONS' CAUSES & VALUES

CHALLENGES FOSTERING MEANINGFUL ENGAGEMENT & INSPIRING ACTION

DIVERSIFYING FUNDING STREAMS AND SECURING SUSTAINABLE, LONG-TERM FINANCIAL SUPPORT

PERCEIVED COMMUNICATION GAP BETWEEN DONORS & ORGANIZATIONS' CAUSES & VALUES

CHALLENGES FOSTERING MEANINGFUL ENGAGEMENT & INSPIRING ACTION

MANAGING WORKLOAD CAPACITY, ALLOCATING SUFFICIENT TIME FOR NETWORKING AND COLLABORATION, AND EFFECTIVELY RECRUITING AND MANAGING VOLUNTEERS

IDENTIFYING, ADOPTING AND SKILL BUILDING TO LEVERAGE NEW TECHNOLOGY AND DIGITAL TOOLS

THERE IS A CLEAR DICHOTOMY BETWEEN CONFIDENCE AND CHALLENGES IN MARKETING/COMMUNICATIONS.

WHILE MANY NON-PROFITS FEEL CONFIDENT IN THEIR STORYTELLING AND HUMAN-CENTERED COMMUNICATION, THEY STRUGGLE WITH RAISING AWARENESS OF THEIR EXISTENCE AND STRUCTURING VOLUNTEER OPPORTUNITIES.

QUESTION 6

IF THERE WAS A BOW VALLEY NON-PROFITS SHARED PLATFORM, WHAT FUNCTIONS/OFFERINGS/COMPONENTS WOULD IDEALLY BE AVAILABLE?



# NON-PROFITS SHARED PLATFORM

TO PROVIDE NON-PROFITS WITH A STRUCTURED ECOSYSTEM FOR MUTUAL SUPPORT, OPERATIONAL EFFICIENCY, AND RESOURCE SHARING.

## STREAMLINING



### CENTRALIZED SOFTWARE GRANT MANAGEMENT:

A SHARED GRANT CALENDAR AND DATABASE- TRACKING FUNDERS, TIMELINES AND DEADLINES, JOB POSTINGS AND EVENTS CALENDARS.

### VOLUNTEER POOL AND SPACE BOOKING:

A PLATFORM RECRUITING AND SHARING VOLUNTEERS AND SPACE, ENHANCING COLLABORATION. SUBSCRIPTIONS AND FISCAL AGENTS COULD ALSO BE SHARED TO REDUCE COSTS.

### ADMINISTRATIVE SUPPORT:

SHARING RESOURCES FOR LEGAL, GRAPHIC DESIGN, HR, ACCOUNTING AND TECH SUPPORT, PLUS GROSS-COLLABORATION ON FUNDING TO AVOID COMPETITION BETWEEN NON-PROFITS.

## OPPORTUNITIES & ASSETS



### SHARED MARKETING TOOLS AND TECH:

A CENTRAL HUB FOR SOFTWARE (E.G. ADOBE), TECHNOLOGICAL SUPPLIES (E.G. PRINTERS) AND STOCK PHOTOS.

### SOCIAL ENTERPRISE MODELS:

COLLABORATION ON BUSINESS VENTURES WITH SHARED PROFITS.

### DONOR AND FUNDER ENGAGEMENT:

BRINGING TOGETHER DONORS AND NON-PROFITS WITH CREATIVE WAYS FOR CHARITABLE GIVING AND SHARING OF SKILLS.

## RESOURCE SHARING



### SHARED PHYSICAL SPACES:

FREE, SAFE AND ACCESSIBLE WORK AND STORAGE SPACE PROVIDING A "BASE" FOR ADMINISTRATIVE NEEDS.

### TEMPLATES AND FRAMEWORKS:

FOR BUDGETING, HR RESOURCES, MARKETING, REPORTING, VOLUNTEER MANAGEMENT AND GRANTS

### COMMUNITY DATA HUB:

A CENTRALIZED RESOURCE THAT AGGREGATES COMMUNITY STATS, NEEDS ASSESSMENTS AND FEEDBACK

## COMMUNICATIONS



### CONFIDENTIAL CLIENT PORTALS

A MESSAGE BOARD FOR SHARING ANNOUNCEMENTS, EVENTS, OPPORTUNITIES AND RESOURCES

### COMMUNITY MESSAGE BOARDS:

PLATFORMS & PORTALS FOR ORGANIZATIONS AND CLIENTELE TO STREAMLINE PROCESSES

### KNOWLEDGE SHARING AND COLLABORATION:

A FORUM FOR NON-PROFITS TO EXCHANGE IDEAS, SERVICES, GOALS AND KNOWLEDGE AND COLLABORATE ON PROJECTS





**FOR MORE INFORMATION AND TO  
CONNECT WITH BOW VALLEY NON-PROFITS  
VISIT [BOWVALLEYNONPROFITS.CA](http://BOWVALLEYNONPROFITS.CA)**



**WIM & NANCY  
PAUW  
FOUNDATION**

**WITH MUCH GRATITUDE TO THE WIM  
AND NANCY PAUW FOUNDATION FOR  
THE FUNDING AND PARTNERSHIP**



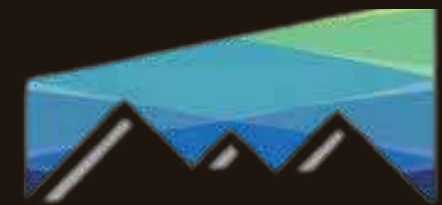
2024



WIM & NANCY  
**PAUW**  
FOUNDATION



TOWN OF  
*Banff*



Town of  
**CANMORE**