



NWT Literacy Council

ANNUAL REPORT 2013-2014



Who We Are

The NWT Literacy Council is a not-for-profit organization. We promote and support the development of literacy and essential skills in all the official languages of the NWT.

The NWT Literacy Council believes strongly that communities have the means to identify their literacy and essential skills needs and plan strategies to address these. We work with communities in these efforts by striving to be a centre of excellence that offers support to community literacy and essential skills practitioners.

- We offer training and workshops for community-based practitioners, such as proposal writing, facilitation skills, family literacy, youth literacy, adult literacy, financial literacy, workplace learning, and Aboriginal language literacy.
- We develop and publish resources and learning materials for community-based family literacy, youth and adult literacy and Aboriginal language literacy programs.
- We mentor and support local literacy and essential skills practitioners and their projects.

- We conduct research into issues that affect literacy and essential skills development in the NWT, and monitor and share research from other places that impacts our work here.
- We promote the value of literacy and essential skills through the materials we produce and the events we sponsor for International Literacy Day, NWT Literacy Week, National Family Literacy Day, Aboriginal Languages Month and the Peter Gzowski Invitational Fundraiser for Literacy.
- We have an extensive network of interested stakeholders and partners, and share information about literacy and essential skills with them through our newsletters and website.
- We offer fee-for-service plain language design, writing and editing services.
- We monitor and respond to territorial and national literacy and essential skills policies.

Our Board Members (2013-2014):

- Cate Sills, President
- Suzanne Robinson, Vice President
- Jeri Miltenberger, Treasurer
- Bev Garven, Secretary
- Emma Amundson, Deh Cho
- Melani Adams, Beaufort Delta
- Rachel Gauthier, Yellowknife, Dettah and Ndilo
- Lisa Mackenzie Nitsiza, Tłıchǫ
- Amy Ryan, South Slave
- Mary Anne Vital, Sahtu



Our Staff (2013-2014):

- Helen Balanoff, Executive Director
- Kathryn Barry Paddock, Family and Community Literacy Coordinator
- Marianne Bromley, Literacy Coordinator
- Cheryl Deforest, Office Manager
- Patricia Ilgok, Family and Community Literacy Coordinator
- Katie Randall, Coordinator, Youth and Adult Services
- David Buchanan, Coordinator, Youth and Adult Services (missing from photo)

Message from the President

As always, this has been an exciting year. As President, I continue to be proud of the huge amount of quality work that this small organization does.

2013-2014 saw the end of some multi-year projects. This always makes us a little nervous in terms of funding continuity. We are pleased that we were able to renew our contribution agreements with the Department of Education, Culture and Employment (ECE), Government of the Northwest Territories, for our Adult Support and our Family Literacy Programs. ECE also asked us to develop and administer skill-based programs for young moms and dads. The first program, a literacy, cooking and nutrition program, started in January and was very successful. We appreciate ECE's ongoing commitment to our work.

As part of our financial literacy workshops, two coordinators discovered that only 8% of eligible people in the NWT access the Canada Learning Bond. This is free money that is available to families who receive the National Child Benefit Supplement to support their children's post-secondary education.

You don't have to match it. We embarked on a campaign to let people know about the CLB and to help them access it. As a result, during this year, the rate of people accessing it increased by 1%.

We were also pleased to play a small part in the success of the Northern Farm Training Institute. We helped them develop resource materials that embedded literacy and essential skills. We also sponsored an evaluation of the program.

We were honoured to be able to host the launch of Richard Van Camp's new baby book, *Little You*, during the Northwords Literary Festival. Moms, dads and babies filled the Baker Centre. All left with a signed copy of Richard's book.

Perhaps our most successful work this year was working with Aurora College on short, skill-based courses that integrate literacy and essential skills. We pilot tested the *Introduction to Office Skills* and *Start Your Own Small Business (Part 1)*. These courses were well received in communities. Participants were very engaged, and we had

great retention rates. The work continues with *Start Your Own Small Business (Part 2)*, *Early Learning and Child Care* and *Ready to Work NWT*.

Our successes depend on the commitment of many people: our staff, our board, our funders, donors and members, and I sincerely want to thank all of them. We appreciate people's continued support as we work together to improve literacy and essential skills throughout the territory.

Cate Sills, President

New Literacy and Essential Skills Resources

Family Literacy Resources

- *Children Need Play Every Day*
- *Growth Chart (2014)*
- *Family Literacy Infographic*
- *Growing with Your Money*
- *Talking with Your Child About Money*
- *Family Literacy Guide* (for family literacy providers)
- *Walking in Dettah* story sack

Youth and Adult Resources

- *Great Food for Northern Cooks* (with Yellowknife Health and Social Services and NWT/Canada Pre-Natal Nutrition Program)
- *Canada Learning Bond Infographic*
- *Essential Skills at Work in the North, Vol. 3*
- *Northern Biography: Sharon Firth and Shirley Firth-Larsen: Hard Work and Dreams, Skiing Round the World*

We began to develop drafts of two more new courses for Aurora College's Adult Literacy and Basic Education programs:

- *Start Your Own Small Business (Part 2): Funding and Marketing*
- *An Introduction to Early Learning and Child Care*

We also supported pilot testing of two courses for Aurora College:

- *An Introduction to Office Administration*
- *Start Your Own Small Business (Part 1)*

We reprinted many family literacy resources for our baby bags and backpacks. We also provided a number of family literacy resources to the GNWT Department of Health and Social Services to be distributed as part of the Early Childhood initiative.



Community Literacy Projects

We offered territorial-wide training in family literacy, youth and adult literacy and essential skills. At the same time, we travelled to communities, on request, for specific community-based training, such as Proposal Writing, Financial Literacy and Digital Literacy workshops. We continued to offer our mentorship program for promising family literacy providers.

Altogether we trained approximately 200 community people in various aspects of literacy and essential skills. This training helps them facilitate community literacy programs.

Family Literacy

We offered a broad range of supports (training, resources, outreach and mentoring) to community-based family literacy projects. This year we funded and supported 25 family literacy projects in 16 communities through our funding from the GNWT Department of Education, Culture and Employment.

We completed sending out *Let's Start Early* baby bags, which are distributed through the Yellowknife and Inuvik hospitals and the Fort Smith Healthy Babies initiative.

Youth and Adult Literacy

This year we pilot tested several pan-northern youth literacy projects in Nunavut, NWT, Newfoundland and Labrador, and Yukon, funded by the Office of Literacy and Essential Skills. The idea behind these projects is to find a way to encourage young people to return to learning. The project theme is intended to engage them in a meaningful way. We then build literacy and essential skills into the project. These pilot projects included bicycle repair, planning and documenting a boat renovation project through video, a sealskin mitten sewing project, picnic table construction, and a storytelling project.

We administered a new youth literacy project, funded by the GNWT Department of Education, Culture and Employment. In 2013-2014, we developed a program for young moms on literacy, nutrition and cooking, trained community facilitators and pilot tested the program. We also held focus groups to explore programs for young dads.

We participated in professional development workshops sponsored by Aurora College and

the GNWT Department of Education, Culture and Employment on Financial Literacy and Career Life Works – two courses that we had previously developed.





Projects included:

- Storytelling
- Story Sacks
- Reading Circles
- Books in the Home
- Parenting Sessions
- Music Pups
- Little Chefs
- Family Literacy Nights
- Tasty Tuesdays
- 1-2-3 Rhyme with Me
- Resource Development (Aboriginal Languages)
- Reading Rascals
- Family Tutoring
- Literacy on the Land
- Cooking for Young Moms
- Picnic Table Construction
- Video Documentary on Boat Building



Research

We continued to work on the Northern Men's research project – a pan-northern initiative led by Ilitaqsiniq, the Nunavut Literacy Council. We are looking at men's engagement in learning and work across the north. This project is now in its final year.

We have also worked on a research-in-practice project on authentic learning. The tools from that project will be available in 2014-2015.

The Ulukhaktok Literacies Project continues to hold workshops to pass on some of the skills people learned about during the British Museum visit. These include workshops on tool making and pattern making for drum dance shoes.



Committee Membership and Intergovernmental Relationships

We had representatives on the following committees or participated in these consultations:

- The Action Plan Committee for the Adult Literacy and Basic Education Review
- The GNWT Anti-Poverty Roundtables
- Learning Supports for People with Disabilities Committee
- NWT Literacy Strategy Advisory Committee
- North Slave Regional Training Partnership
- Provincial/Territorial Committee of the Canadian Literacy and Learning Network
- Copian (formerly National Adult Literacy Database) Board of Directors
- Alternatives North budget discussion with the GNWT Minister of Finance

We also provided a submission to the Government of Canada budget consultation.



Promotion and Information Sharing

Annually, we build a strong network of support as we promote and provide information about literacy and essential skills through special events and activities.

Promotional Events

- International Adult Learners' Week
- National Aboriginal Day
- Canada Day Celebrations
- City of Yellowknife Garden Parties
- Northern Territories Federation of Labour – Labour Day Barbecue
- International Literacy Day Breakfast with Yellowknife BookCellar
- NWT Literacy Week
- National Family Literacy Day
- Aboriginal Languages Month
- Yes, We Care Days

Information Sharing

- *Literacy Matters* newsletters three times a year
- Weekly e-news to more than 700 subscribers
- Regularly updated website, Facebook, Twitter and YouTube pages
- Resource lending library
- Literacy calendar and other materials and resources mailed to educators and communities





Financial Report

Statement of Financial Position

As at March 31, 2014

	2014	2013 restated
	\$	\$
Assets		
Current		
Cash	366,584	207,363
Short-term investments (note 3)	350,807	341,956
Accounts receivable (note 4)	107,467	173,302
Prepaid expenses	3,744	7,759
Government remittances receivable (note 7)	24,636	38,242
	853,238	768,622
Restricted cash	2,636	2,657
Tangible capital assets (note 5)	5,837	9,623
	\$867,711	\$780,902

	2014	2013 restated
	\$	\$
Liabilities		
Current		
Accounts payable and accrued liabilities	213,635	131,115
Wages and benefits payable	43,842	35,099
Deferred revenue (note 6)	85,048	237,172
	342,525	403,386
Net Assets		
Balance	519,186	377,516
	\$867,711	\$780,902

Statement of Operations – Consolidated

For the year ended March 31, 2014

	2014 Budget unaudited	2014 Actual	2014 Actual restated
	\$	\$	
Revenues			
Contribution revenue	2,298,497	1,999,247	1,666,906
Administration and other	24,991	57,696	93,842
Donations	-	9,549	11,197
In-kind contributions	-	3,767	25,977
Memberships	-	500	650
Resource revenue	-	35,053	11,786
Interest income	-	5,180	4,330
Recoveries of expenses	77,880	114,034	-
Special events	-	-	17,275
Contribution refunds	-	(5,295)	-
	2,401,368	2,219,731	1,831,963
Transfer from/to deferred revenue	-	(47,332)	44,205
	\$2,401,368	\$2,172,399	\$1,876,168

Financial Report (cont'd)

Statement of Operations – Consolidated

For the year ended March 31, 2014

	2014 Budget unaudited	2014 Actual	2013 Actual restated
	\$	\$	\$
Revenues (from previous page)	2,401,368	2,172,399	1,876,168
Expenses			
Administration fees	50,330	46,272	21,700
Advertising and promotion	22,000	22,988	32,066
Amortization	-	3,786	5,682
Communications	12,676	14,618	13,128
Community literacy projects	184,000	150,700	98,760
Computer expense	7,178	5,794	4,042
Contract fees	414,333	448,982	232,817
Equipment rental	3,895	1,424	1,594
Fees and dues	-	3,131	960
Honoraria	-	1,000	1,000
Hospitality	-	2,260	3,226
Insurance	2,086	2,602	2,602
Interest and bank charges	-	561	-
Office and administration	8,000	16,205	14,086

	2014 Budget unaudited	2014 Actual	2013 Actual restated
	\$	\$	\$
Office supplies	6,500	9,350	14,700
Postage and courier	15,300	19,977	17,160
Printing	101,210	93,821	151,761
Professional development	1,563	4,685	5,858
Professional fees	80,271	68,252	171,145
Rent	39,600	44,007	47,351
Repairs and maintenance	6,600	9,222	6,169
Resources	10,600	14,692	24,272
Scholarships and distributions	18,000	11,500	8,000
Translation services	9,000	9,400	9,175
Travel	293,501	238,915	147,743
Utilities	7,364	8,912	7,995
Wages and benefits	883,096	650,961	644,387
Workshops	138,221	126,712	120,493
	2,315,324	2,030,729	1,807,872
Excess of revenues over expenses	\$86,044	\$141,670	\$68,296

Our full financial statement is available on our website
www.nwt.literacy.ca or from our office.

Thank You to Our Literacy Friends

The Board of the NWT Literacy Council thanks all of the people who support our work. We wouldn't be able to do what we do without you.

Funders

- Government of the Northwest Territories – Education, Culture and Employment
- Government of the Northwest Territories – Health and Social Services
- Employment and Social Development Canada (Office of Literacy and Essential Skills)
- SEDI, TD Financial Literacy Grant Fund
- Aurora College



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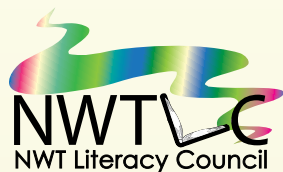
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- Northwestel
- Yellowknife BookCellar
- Nah?e dehe Dene Band



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